



# APPLICATION FOR FEE CREDIT: DETAILED DRAINAGE STUDY (50% MAX)

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Please complete this application in its entirety. Incomplete applications will be returned.

(1) APPLICANT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

ORG/COMPANY: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

APPLICATION PREPARED BY: \_\_\_\_\_  
(if other than applicant)

COMPANY: \_\_\_\_\_

(2) DESCRIBE POND LOCATION (physical address or nearest street intersection preferred)

(3) REAL ESTATE NUMBERS (xxxxxx-xxxx) (list all that are within the permitted drainage area)

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|  |  |
|  |  |

(4) SJRWMD PERMIT NUMBER: \_\_\_\_\_

--PLEASE PROCEED TO PAGE 2--

|                        |  |                      |
|------------------------|--|----------------------|
| <b>OFFICE USE ONLY</b> | <b>PLEASE ENSURE THAT ALL PAGES ARE INCLUDED</b> | <b>DATE RECEIVED</b> |
| <b>COMMENTS:</b>       |  |                      |
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JACKSONVILLE STORMWATER UTILITY  
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**(5) PROVIDE THE FOLLOWING DOCUMENTATION FOR WATER QUALITY and VOLUME CONTROL CALCULATIONS. REFER TO APPENDIX A IN THE *ADJUSTMENTS & CREDITS MANUAL* FOR MORE INFORMATION.**

SITE PLAN(S) SHOWING:

- Property location(s) with parcel boundaries
- Impervious areas (IA)
- Description(s) and location(s) of BMPs
- Topography and drainage boundaries for BMPs and their associated percent (%) discharges
- Drainage discharge locations to off-site properties (natural and constructed)

BMP PLAN(s) and DESIGN CALCULATIONS

- Total Site Area \_\_\_\_\_ acres
- Drainage Area to BMP \_\_\_\_\_ acres

ESTIMATE(S) OF % NITROGEN REMOVAL FOR THE BMP(S), ACCOMPANIED BY TESTING, MODELING, DESIGN AND/OR CONSTRUCTION DATA SUPPORTING THE ESTIMATES

**(6) WATER QUALITY (30% MAX)**

For the flow generated on-site that is routed through this BMP, calculate the fee credit based on the following equation:

$$Credit = \frac{BMP \text{ \% Nitrogen Removal}}{60\% \text{ Nitrogen Removal}} \times 0.30$$

Credit: \_\_\_\_\_

**--PLEASE PROCEED TO PAGE 3--**

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**(7) VOLUME CONTROL (20% MAX)**

For the flow generated on-site that is routed through this BMP or open space preservation area, calculate the fee credit using the following equations.

**NOTE: In calculating a structural BMP or open space preservation credit under this section, the applicant may not use the same area of the parcel for calculating both credits.**

**STRUCTURAL BMPs** Summarize key points of the site sensitivity analysis to describe potential down-gradient impacts to surface or ground water from drainage captured on-site

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For the flow generated on-site that is routed through this BMP, calculate the credit using the following equation: 
$$Credit = \frac{BMP\_Vol\_Captured}{25yr\_24hr\_Storm\_Vol} \times 0.20$$

Preservation of significant vegetated open spaces (attach additional sheets if needed)

| RE # (xxxxxx-xxxx) | Parcel Size (acres) | %IA | Is IA% < 25% | Credit Calculation (100% - IA%) x.05 |
|--------------------|---------------------|-----|--------------|--------------------------------------|
|                    |                     |     |              |                                      |
|                    |                     |     |              |                                      |
|                    |                     |     |              |                                      |
|                    |                     |     |              |                                      |

Credit: \_\_\_\_\_

**AFFIX PROFESSIONAL ENGINEERS SEAL:**

**APPROVED BY (PRINT NAME)** \_\_\_\_\_

**P.E. NUMBER:** \_\_\_\_\_

**APPLICANT SIGNATURE:** \_\_\_\_\_

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APPROVED?  YES  NO  MORE INFO NEEDED

**COMMENTS:**

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If a property owner or a Homeowners Association (HOA) provides a detailed drainage study that proves water quality treatment and/or volume control over and above that which is required by the St. Johns River Water Management District (SJRWMD), that property owner or HOA may qualify for fee credit up to 50%. The amount of credit will be determined by the city on a case-by-case basis. Credits for on-site stormwater facilities shall be generally proportional to the water quality and/or quantity benefits that such systems provide to the city's stormwater management system.

**To avoid late payment penalties, all applications for fee credits must be received (not postmarked) before July 1. Applications for credits may be submitted to:**

Jacksonville Stormwater Utility  
Attention: Fee Credits  
214 N. Hogan Street, Room 2100  
Jacksonville, FL 32202

**If you submit your application before July 1, the bill(s) associated with the property(ies) identified on that application will not be due until you receive notice whether the application is approved or denied. Credits awarded based on applications received on or after July 1 will be applied toward the next bill.**

The City Engineer or his designee will review all applications and respond in writing to all requests within 8-12 weeks of receipt. The response shall include a letter explaining the application approval or denial, and will include a new bill with a new 30-day due date. The new bill must be paid by the due date to avoid late payment penalties.

Bills for approved applicants will reflect the adjusted rate. Property owners whose applications are denied will receive a bill that reflects the original rate. Denied applicants may seek an opinion on the judgment from the Director of the Jacksonville Stormwater Utility (currently the Director of Public Works). Or, the property owner may appeal directly to the City Council Transportation, Energy and Utilities Committee (or its current equivalent). Visit [www.coj.net/cityfees](http://www.coj.net/cityfees) or call 630-CITY for details.

- (1) The applicant must be listed as an owner of the property(ies) for which a credit is sought, or otherwise be an appointed representative of the owner or owners (e.g. Homeowners Association president) legally authorized to act on behalf of the owner. The applicant must be the signatory of the application.
- (2) Provide a description of the pond location on the development. An address for the property should be provided, if possible. If the parcel with the stormwater pond does not have an address, provide a neighborhood name with the street intersection nearest the pond location, or an address most immediately adjacent to the pond site.
- (3) The Real Estate Number (also known as RE # or parcel ID) is a 10-digit number with six digits in one group and four digits in another, typically separated by a space or hyphen. Fill in the RE #s for the parcel(s) that should receive the fee credit - include all of the parcels that are within the drainage area (e.g., properties part of a Homeowners Association) as identified by the originally permitted plans.

RE #s may be found on your stormwater utility bill or tax bill. They may also be found online through the Duval County Property Appraiser's "property search" function, available on [www.coj.net](http://www.coj.net) or call (904) 630-CITY (2489) for assistance.

- (4) Provide the SJRWMD Permit number for the Permitted Stormwater Pond(s).
- (5) – (7) Refer to Appendix A of the *Adjustments & Credits Manual*, available online at [www.coj.net/cityfees](http://www.coj.net/cityfees).