



APPLICATION FOR FEE CREDIT: PERMITTED STORMWATER POND (30%)

FORM 5 – Page 1 of 2

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

Submit application by mail to:
Jacksonville Stormwater Utility

Attn: Fee Credits

214 N. Hogan Street, Room 2100

Jacksonville, FL 32202

or e-mail stormwater@coj.net

(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 NUMBER(S) (xxxxxx-xxxx) :** _____

Provide the real estate number(s) for which you are applying for credit. In the case of Homeowners/Property Owners Associations, provide all the RE#s for properties covered by the permit named in section (4). Property addresses will also suffice. Use additional sheets if necessary.

(4) **SJRWMD PERMIT NUMBER:** _____

(5) **Attach proof of SJRWMD Permit OR As-Built Certification** (see page 2 of this form for details)

(6) **Check here to attest the following (REQUIRED):**

By signing below, I attest that the pond system identified by the permit number named in section (4) was built and has since been maintained in accordance with the terms of the permit. I understand that should the city find that the system is not functioning as engineered/permited to attenuate additional flow(s) and/or improve water quality, the city reserves the right to revoke all credits awarded based on this application.

APPLICANT SIGNATURE: _____

OFFICE USE ONLY	APPROVED?	Date Received
COMMENTS:	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> MORE INFO NEEDED	

FORM 5 – Page 2

This application may be used to apply for a 30% credit for a stormwater pond that has received an Environmental Resource Permit (ERP) from the St. Johns River Water Management District (SJRWMD) and has been certified by a professional engineer that it was built to meet all applicable design criteria for water quality and/or volume control.

This is a one-time application. As long as the permitted stormwater facility remains in compliance with its SJRWMD permit, this fee credit will be granted at 30% and remain in effect for each subsequent billing cycle. However, if the city finds that the stormwater facility is not operating as engineered/permitted to attenuate additional flow(s) and/or improve water quality, the city will revoke all credits awarded to every property listed as part of the application. To regain the credit, the applicant must submit proof that the system has been re-certified by a Professional Engineer.

To avoid late payment penalties, 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

E-mail to stormwater@coj.net
(Be sure to include all supporting
documentation with your e-mail)

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. (Refunds will be granted for payments already received.) 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 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 pond drainage area (e.g., properties part of a Homeowners Association) as identified by the originally permitted plans. Property addresses will be accepted, but are not preferred. 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 or call (904) 630-CITY (2489) for assistance.
- (4) Provide the SJRWMD Permit number for the Permitted Stormwater Pond(s).
- (5) Provide proof that the development received a permit from the SJRWMD: a copy of the permit, a print-out from the list of ERPs issued in Duval County (found online at www.coj.net/cityfees), highlighting the development; **OR** a copy of the As-Built Certification.