

# NON-SINGLE FAMILY RESIDENTIAL CREDIT MANUAL Stormwater Service Fee



**Macon Water Authority**

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# 1. GENERAL INFORMATION

Public and private entities are eligible for credits to reduce their effective Stormwater Utility (SWU) service fee by utilizing specific stormwater management practices to reduce their impact on the Macon Water Authority stormwater management program and stormwater infrastructure within Macon-Bibb County. A property owner can receive up to a 50% credit for their original SWU service fee by documenting the applicable stormwater management practices as described in this Credit Manual. Approved credits will be applied to the customer's monthly SWU bill. All credits require an application process, and the term for each credit ranges from one to three years, depending on the credit activity, and are renewable. Credits are contingent, i.e., the reason for granting the credit given for both structural and non-structural stormwater management activities must remain in effect. Credits are provided in the following categories:

- Low Impact Parcel
- No Direct Discharge to Public Stormwater System
- Compliance with Georgia Stormwater Management Manual (GSMM) Standards
- Retrofit of Stormwater Facilities
- Impervious Area Removal
- National Pollutant Discharge Elimination System (NPDES) Industrial Stormwater General Permit Compliance
- Stormwater Education
- Stewardship

The purpose of credits is to recognize actions and systems that reduce the burden and/or cost of MWA's stormwater management program and infrastructure, or support attainment of higher service levels, or provide an incentive for property owners to properly manage their stormwater as good stewards of natural resources. This manual outlines the criteria and procedures for MWA customers to secure and maintain SWU service fee credits.

## 1.1 Definitions

The following definitions are provided for reference throughout this Credit Manual:

**Best Management Practice (BMP):** Activities such as structural controls (e.g., detention ponds, bioretention), general good housekeeping practices, pollution prevention behavioral activities, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants to stormwater, receiving waters, or stormwater conveyance systems. BMPs also include treatment practices, flood controls, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

**Credit:** a reduction in the amount of a customer's stormwater service fee charge in recognition of a customer's efforts to mitigate the stormwater runoff impact that developed property has on the MWA stormwater management program and/or infrastructure or the efforts by a customer that offset MWA cost for regulatory-related activities such as public education, watershed stewardship, etc.

Georgia Stormwater Management Manual (GSMM): A technical guidance document governing stormwater management design, construction, and long-term maintenance activities in Georgia. The GSMM can be found online at <https://atlantaregional.org/natural-resources/water/georgia-stormwater-management-manual/>.

Impervious Area: Constructed surfaces such as roofs, concrete, wood, and asphalt that prevents or impedes the infiltration of stormwater into the soil.

Municipal Separate Storm Sewer System (MS4): The stormwater management and conveyance system, including detention ponds, stormwater infrastructure, and ditches in the public right-of-way that is the responsibility of MWA to maintain as defined by the Intergovernmental Agreement for Stormwater Management (July 31, 2019).

Non-single Family Residential (NSFR): All parcels that do not qualify as single family residential property. This property designation applies to multi-family parcels (property that contains three or more individual inhabited units, including apartments, condominiums, mobile home parks), commercial, industrial and other non-residential designated properties. The property designations will be established by the parcel data obtained from the Macon-Bibb County Tax Commissioners Office.

## **1.2 Stormwater Service Fee Credit Policies**

The following general policies regarding consideration and approval of stormwater service fee credits have been established by MWA. Additional guidance and requirements about these credits are available in Section 2 of this Credit Manual.

- Applications for a stormwater service fee credit for existing facilities may be submitted to MWA for approval at any time. Approval may take up to 30 days for review, and credits will be applied to the customer's next stormwater bill following approval.
- Applications for a stormwater service fee credit associated with new development (or redevelopment) sites may be submitted once the best management practice (BMP) has been constructed or instituted and inspected or verified by representatives of MWA. Applications submitted prior to completed construction and inspection will not be processed.
- Credits are only approved for (and applied to) eligible customers that meet applicable criteria as set forth in this manual. The stormwater service fee is being assessed on an individual customer account basis as outlined in the Stormwater Guidebook – Section 3. Therefore, credit applications must be made by the entity that is responsible for payment of the SWU service fee as documented with the MWA Billing Department. If the entity responsible for payment of MWA utility services changes, the new customer must re-apply for the credit with MWA regardless of whether the term has expired or is still active. The new customer will be the responsible for verifying the information within the submitted credit application package.

- A group of customers can apply for a credit if they meet the following requirements:
  - If a group of properties/sites are served by a regional BMP(s), then the credit can be applied to the customer on whose property/site the BMP resides. This applicant will be referred to as the primary applicant.
  - If the primary applicant provides a memorandum of agreement (MOA) between the primary applicant and another customer(s) for which the BMP(s) provides adequate treatment for the applicable credit, MWA will consider application of the credit to all customers named in the MOA. The identical percentage credit shall be applied to all applicants until such time as the primary applicant notifies MWA that the MOA is no longer in effect or the term of the credit expires, whichever occurs sooner. If the MOA is revoked by the primary applicant, the credit shall only apply to the primary applicant.
- Residential homeowner's associations (HOAs), which have properly designed, constructed, and maintained stormwater BMP(s) are eligible for credits. HOAs can apply for a credit if they meet the following requirements. *Note that this credit is not applied to individual homeowners but to property owned by the HOA.*
  - For the purposes of the credit, the BMP(s) must be located on a parcel that is platted within the common development and owned by the HOA (or a single parcel within the subdivision or common development with proper maintenance agreement documentation), or which is external to the platted development but is owned by the HOA for the purpose of providing or performing the BMP which is the subject of the credit.
  - BMPs that MWA maintains through a dedicated maintenance easement or other legal agreement within private property cannot be used by the HOA or by individual customers for credit purposes.
  - For the purposes of awarding the credit, the credit must meet the Local Design Manual or GSMM criteria.
- The credit application document acknowledges that MWA will have the right of access to the properties or parcels whereupon the BMP is located to perform visual inspections of the BMPs being utilized to obtain a SWU service fee credit.
- Credits are contingent on on-going performance of the action or facility that is the basis for the credit and may be rescinded if performance ceases. The term of the credit varies based upon the type of credit. Most credits are renewable. Table 1.2 includes stormwater service fee credit terms. MWA may conduct inspections during the application review or at any time during the term of the credit. If the BMP facility is found to be functional and properly maintained or is found to be continuing, the credit will remain in effect. Likewise, if the BMP facility is not functional or is not being maintained or the action that is the subject of the credit, MWA has the authority to reject or void the credit on the next billing cycle. Before a credit is re-instated, the customer will have to reapply for the credit as outlined in this manual.

## 1.3 Overview of Stormwater Service Fee Credits

There are a variety of available credits for non-residential customers. Table 1.1 summarizes the service fee credits available to SWU customers.

Table 1.1: Proposed Stormwater Credits

Stormwater Credit Activity	Description
<b>Low Impact Parcel*</b>	Demonstrate that the property has less than 10% impervious area.
<b>No Direct Discharge to Public Stormwater System*</b>	Demonstrate that stormwater runoff leaving the property does not flow through any stormwater infrastructure owned or maintained by MWA.
<b>Compliance with GSMM Standards</b>	Demonstrate continued compliance with GSMM standards through a voluntary inspection and maintenance program of existing stormwater facilities.
<b>Retrofit of Stormwater Facilities</b>	Voluntarily retrofit stormwater facilities constructed prior to GSMM adoption to bring them into compliance with current regulations.
<b>Impervious Area Removal</b>	Remove impervious areas on a property for a supplementary bonus credit in addition to the permanent reduction in fee based on the reduced impervious area.
<b>NPDES Industrial Stormwater General Permit Compliance</b>	Implement and enforce a program to control pollutants discharged from industrial facilities.
<b>Stormwater Education Program (Educational Facilities)</b>	For daycare, Pre-K-12, and postsecondary schools, teach approved watershed education curriculums to enrolled students.
<b>Stormwater Education Program (Non-residential Organizations)</b>	Provide watershed education curriculum or training to members of your organization or public.
<b>Stewardship</b>	Participate in community or stream clean-ups, stenciling storm drains, etc.

\*Stormwater credit also available to residential property owners

Table 1.2 summarizes the credit terms and the potential stormwater service fee credit percentage. While most credits are available to non-residential MWA customers, some credits can apply to residential properties, as indicated. All credits, except for the impervious area removal, are renewable indefinitely with a newly submitted application at the end of the credit term. A property may be eligible for multiple credits, and the SWU customer may submit multiple credits on the application; **however, the cumulative maximum credit available to a single property is 50%.**

**Table 1.2: Credit Terms and Credit Amounts of Proposed Stormwater Credit Activities**

Stormwater Credit Activity	Credit Term (years)	Potential Stormwater Service Fee Credit Recipient and Amount		
		Single Family Residential (SFR)	Non-Single Family Residential (NSFR)	Maximum Stormwater Service Fee Credit
Low Impact Parcel*	3	X	X	30%
No Direct Discharge to Public Stormwater System*	3	X	X	50%
Compliance with GSMM Standards	3		X	30%
Retrofit of Stormwater Facilities	3		X	30%
Impervious Area Removal	1		X	50%
NPDES Industrial Stormwater General Permit Compliance	3		X	20%
Stormwater Education Program (Educational Facilities)	1		X	20%
Stormwater Education Program (Non-Residential Organizations)	1		X	15%
Stewardship	1		X	15%

\*Stormwater credit also available to residential property owners

## 1.4 Stormwater Service Fee Credit Application Process

The process for the stormwater service fee credit application is as follows:

1. The SWU customer, HOA, or organization seeking the credit must submit a complete application package to MWA for review based on procedures outlined on the form (included with this Credit Manual and available on the MWA website for download).
2. MWA staff, or their designee(s), will review the application package for completeness and determine whether the request adheres to the criteria established by this Credit Manual.
3. Any stormwater management system designed and constructed within the County must adhere to the requirements set forth in local ordinances, and applicable design standards, such as the GSMM.
4. MWA may elect to perform an inspection of the customer's site and proposed activity. As such, the customer must grant MWA a Right-of-Entry Agreement or access easement as part of the application

and approval process. A copy of the Right-of-Entry Agreement is included with the forms at the end of this credit manual (also available on the MWA website for download). MWA may elect to conduct follow up or periodic inspections of the site and credit activities to ensure continued compliance with applicable requirements associated with the credit.

5. Approved credits will result in a corresponding credit to the customer's monthly stormwater service fee charge per the guidance of Section 1.2 of this Credit Manual.

## **1.5 Stormwater Service Fee Credit Application Procedures**

The following is an overview of the stormwater service fee credit application procedures that a customer should follow to obtain and maintain credits. All credits available from MWA require an application, and some of the credit applications require engineering analysis to demonstrate and verify credit eligibility. The credits associated with engineering analysis are identified in Section 2, and credit applications are included with this Credit Manual and available on the MWA website for download. MWA requires that these calculations be performed, signed, and sealed in accordance with the appropriate Georgia professional certification provisions outlined herein. The procedure for submitting a credit application generally includes the following tasks:

- Obtain a copy of this Credit Manual from MWA website and determine what (if any) credits the customer may be eligible to apply for and fill out the required application materials.
- If required by the credit, retain a Georgia Professional Engineer and/or Land Surveyor to perform the required engineering analysis.
- Submit the completed credit application with all sections appropriately filled out and attach all the required supporting documentation.
- MWA will review the application package and notify the customer if the request is approved or denied within 30 days of receipt of the completed application. Incomplete application packages will not be considered by MWA and will be returned to the customer for completion and/or revision.
- During the credit term outlined in the Manual, MWA has the right to conduct inspections and/or inquiries to the applicant to ensure conformance to the Manual criteria.
- Stormwater service fee credits expire automatically at the end of the credit term. It will be the responsibility of the customer to renew the credit at the appropriate time by resubmitting the application package for review and approval by MWA.
- Stormwater service fee credits are issued to individual customer accounts per the policy outlined herein.



## 2. CREDIT POLICIES AND PROCEDURES

This section explains the procedures involved in applying for a stormwater service fee credit. The procedures include step-by-step instructions and eligibility requirements for obtaining the SWU credit. The Stormwater Service Fee Credit Application is included with the forms at the end of this Manual and available on the MWA website for download.

The stormwater service fee credits that MWA SWU customers are eligible to apply for are listed below. Customers should follow the credit application procedures outlined herein for each credit they desire to secure.

- Low Impact Parcel
- No Direct Discharge to Public System
- Compliance with GSMM Standards
- Retrofit of Stormwater Facilities
- Impervious Area Removal
- NPDES Industrial Stormwater General Permit Compliance
- Stormwater Education Program (non-residential organizations)
- Stewardship

### 2.1 Low Impact Parcel

#### 2.1.1 Credit Description

A low impact parcel is limited to parcels with a gross area of 2 acres and larger. The low impact parcel is one that has reduced land disturbance, minimizes impervious surfaces, manages stormwater runoff on-site, and is less than 10% impervious. These parcels have a relatively small impervious area footprint in comparison to their gross parcel area. Properties with less than 5% impervious area that meet these criteria are eligible for a 30% credit. Properties with between 5% and 10% impervious surface are eligible for a 15% credit. The credit applies for a renewable three-year term, and properties with 10% or more impervious surface do not qualify for the low impact parcel credit.

#### 2.1.2 Stormwater Service Fee Credit Application Procedure

1. The customer shall obtain a Credit Manual and credit application package from MWA website.
2. The customer shall complete the application and include documentation with his/her application. Generally, the documentation will include a site map showing the entire parcel, all impervious areas on the property and a calculation of the percent impervious area. Only parcels with a gross area of greater than 2 acres are eligible for this fee credit.

Adjacent properties owned by the same entity may be included in the calculation of the total parcel area and the percent impervious. To continue the credit beyond a term of three years, complete a new application describing any changed conditions that affect the credit and resubmit.

The impervious percentage of a parcel is calculated by dividing the total parcel area by the impervious area. Examples of impervious area include structures such as houses, garages, sheds, and any building with a concrete foundation. Private roads, driveways, parking areas, and any other concrete pad are also examples of impervious areas. Unpacked gravel coverage that is not subject to vehicular traffic is not considered impervious.

3. Once the application package is complete, the customer shall submit the application to MWA for review.

Upon receipt of the credit application, MWA shall review the documentation. If the credit is approved, the stormwater service fee credit will be applied per the guidance in Section 1.2. If the credit is not approved, MWA will send a letter to the customer explaining why the credit application was not approved.

## **2.2 No Direct Discharge to Public System**

### **2.2.1 Credit Description**

A property or site that does not contribute stormwater runoff to the drainage system administered by MWA shall be eligible for a No Direct Discharge stormwater service fee credit, if it meets the criteria outlined in this Credit Manual.

The No Direct Discharge credit is typically available to those non-residential property owners who can demonstrate that the following condition exists regarding their property:

- Stormwater runoff, after leaving the property, does not drain or discharge to an MWA drainage facility or system and ultimately drains or discharges to the drainage system of another local government, or a waterway that is not considered part of the drainage system administered by MWA, such that the site discharge never flows through the MWA drainage system at any point downstream. This type of condition would most likely exist for properties that abut the County limits and stormwater runoff discharges into a neighboring county, or properties that discharge directly into surrounding rivers or lakes that do not discharge to the MWA drainage system.
- A credit of up to 50% off the stormwater service fee charge is available for No Direct Discharge for a period of three years. The total credit may be reduced if only a portion of the site drains to the drainage system administered by MWA. For example, if half the customer's property discharges to MWA drainage system and half discharges a neighboring county's drainage system, that customer would be eligible for a 25% (or half of 50%) credit off their stormwater service fee charge.

## 2.2.2 Stormwater Credit Application Procedure

The customer shall follow the procedures below when applying for a stormwater service fee credit for No Direct Discharge:

1. The customer shall provide MWA with the necessary information pertaining to the drainage conveyance from their property to the appropriate downstream points. If the property is not located within a parcel that is identified by MWA as having no direct discharge, topographic information will be required to show no-direct discharge or downstream conveyance through MS4 infrastructure.
2. The customer shall submit the service fee credit application, complete with the relevant documentation, and a Right-of-Entry Agreement to MWA.

Upon receipt of the credit application, MWA shall review the documentation. If the credit is approved, the stormwater service fee credit will be applied, starting with the next customer billing cycle according to the guidance in Section 1.2. If the credit is not approved, MWA will send a letter to the customer explaining why the credit application was not approved. Renewal of the stormwater service fee credit shall be in accordance with the Sections 1.4-1.5 of this Credit Manual and the requirements listed above.

## 2.3 Compliance with GSMM Standards

### 2.3.1 Credit Description

The Numerical Stormwater Sizing Criteria as defined in the GSMM is an integrated approach to addressing stormwater runoff impacts associated with both water quality and quantity issues. The numerical stormwater sizing criteria are intended to be used in conjunction to address overall stormwater runoff impacts from a site. When used as an integrated approach, the numerical stormwater sizing criteria address a range of adverse impacts from water quality to flooding for development sites. The three numerical sizing criteria that are eligible for up to a combined 30% stormwater service fee credit include runoff reduction/water quality, channel protection, and overbank flood protection.

**Table 2.1: GSMM Numerical Stormwater Sizing Criteria**

Treatment Level/Criteria	Maximum Available Credit	Criteria Description
Runoff Reduction and/or Water Quality	10%	<b>Criteria 1:</b> Infiltrate or retain the first 1.0 inches of rainfall for the site. Per the GSMM, the purpose of this criteria treatment level is to reduce the volume of stormwater runoff by infiltration, evaporation, or reuse prior to collection, treatment, detention, and discharge. In most cases, this criteria and criteria 2 below are accomplished in conjunction with each other.

Treatment Level/Criteria	Maximum Available Credit	Criteria Description
		<b>Criteria 2:</b> Capture and treat the first 1.2 inches of runoff, or the remaining amount of runoff that is not infiltrated under criteria 1. This equates to providing water quality treatment for the runoff associated with 85% of annual storm events with a goal reducing average annual post-development TSS loadings by 80%.
Channel Protection/Aquatic Resource Protection	10%	Provide extended detention of the 1-year, 24-hour storm event released over a period of 24 hours to reduce bank-full flows and protect downstream channels and aquatic resources from erosive velocities and unstable flow conditions.
Overbank Flood Protection	10%	Provide peak discharge control of the 25-year, 24-hour storm event such that the post-development peak runoff rate does not exceed the pre-development peak runoff rate to reduce overbank flooding.

Credits are available under the following general conditions and criteria:

- A maximum credit of up to 30% off the stormwater service fee charge is available if a customer can achieve compliance with all three of the numerical stormwater sizing criteria described herein.
- This credit is not available for any portion of a parcel where a No Direct Discharge credit was secured unless otherwise approved by the Stormwater Manager.
- The stormwater facility must be in good working order and the customer must demonstrate that routine maintenance of the facility has been and will continue to be conducted in accordance with professional standards.
- The credit shall only be applied to that portion of the property served by the storm water facility.

### 2.3.2 Stormwater Service Fee Credit Application Procedure

The customer shall follow the procedures below when applying for a Numerical Stormwater Sizing Criteria service fee credit:

1. The customer shall obtain a Credit Manual and credit application packet from MWA website.
2. The customer shall provide a hydrology report (or comparable document) prepared by and sealed by a Georgia Professional Engineer or Georgia Registered Land Surveyor or Registered Landscape Architect demonstrating compliance with the requirements and criteria outlined herein.
3. The customer shall submit the service fee credit application, an executed Right-of-Entry Agreement, an ongoing maintenance plan, and documentation that the facility/detention pond has been properly maintained to MWA.

Upon receipt of the credit application, MWA shall review the documentation. If the credit is approved, the stormwater service fee credit will be applied as described in Section 1.2. If the credit is not approved, MWA will send a letter to the customer explaining why the credit application was not approved.

If the credit is approved, the customer shall execute a maintenance agreement with MWA and continue to conduct maintenance as per the maintenance plan provided with the original application. The customer may reapply for the credit every three years. If a customer is reapplying for the numerical stormwater sizing criteria service fee credit and site conditions have not changed since the original application, the application only needs to include a copy of the original design information and certification that all the necessary maintenance has been performed per the maintenance plan for re-issuance of the credit. If significant changes to the site layout or site stormwater controls has occurred, then MWA may request that the design information be updated to document compliance with the Credit Manual criteria.

To maintain eligibility for the credit, the customer must properly maintain the onsite stormwater controls that were documented in the service fee credit application for the term specified in the Credit Manual. Furthermore, all stormwater control design, construction and maintenance shall be done in strict accordance with current MWA ordinances and design standards related to stormwater management as well as the maintenance agreement.

## **2.4 Retrofit of Stormwater Facilities**

### **2.4.1 Credit Description**

Existing stormwater facilities that do not meet current design standards can be retrofitted to meet current design standards to qualify for a stormwater service fee credit. Retrofitting of the entire facility may qualify for the full applicable percentage service fee credit and partial retrofitting may qualify for a partial service fee credit.

Retrofitted stormwater facilities located in subdivisions or facilities which receive flow from multiple properties qualify for a stormwater service fee credit that can be applied to all properties that contribute to the facility.

### **2.4.2 Stormwater Credit Application Procedure**

Developments or HOAs that represent property parcel owners that have retrofitted existing stormwater control facilities are required to obtain a permit from MWA. These developments or HOAs, which upgrade facilities to current design standards, will qualify for credits up to 30% after as-built plans have been accepted by MWA. Projects with BMPs that do not bring the entire property up to current design standards will be assessed by MWA plan review staff and may be awarded partial credit.

Only one submission of as-builts is necessary for a retrofit facility that benefits multiple properties. The names and account numbers of all property owners who benefit from the retrofit facility must be included on the submission.

If submitted as-builts to MWA are not approved for a user fee credit, the applicant will receive written explanation of the submittal's deficient and how to improve the retrofit for a future submission,

## 2.5 Impervious Area Removal

### 2.5.1 Credit Description

A non-single family residential (NSFR) property's impervious area is the basis of the stormwater service fee due to its adverse impact to stormwater runoff; therefore, a reduction in impervious area would reduce stormwater runoff and benefit the MS4. To encourage properties to reduce existing impervious area, a credit that is equal to the calculated reduction in fee will apply to the stormwater fee for 12 months (applied as the total fee reduction divided by 12 applied to the monthly service fee) after the application is approved by MWA. Additionally, a reduced fee based on the new impervious area will be applied for the property to represent the new conditions. This credit is the only non-renewable credit and is applied only once per incident of impervious area demolition/reduction.

The non-renewable impervious area reduction credit is relatively unique compared to the other credits, so here is an example application:

- Business "A" owns an existing property that only contains a parking lot and is charged a stormwater service fee of \$100 per month based on the impervious area on the property.
- Business "A" isn't using a portion of their parking lot, and they decide to demolish 25% of their parking area and replace it with green space. After submitting proper documentation to MWA, their new stormwater service fee is calculated to be \$75 per month.
- In addition to paying a reduced monthly stormwater service fee for the property based on the reduced impervious area, Business "A" is eligible for a 12-month credit to defray the cost of the demolition. The 12-month credit would be equal to the fee reduction (\$25 in this example) per month for 12 months. The maximum credit is limited to 50% of the *newly calculated* stormwater fee.
- The next 12 months of stormwater service fees for Business "A" would be \$50 per month (\$75 minus \$25), and it would return to \$75 after 12 months.

### 2.5.2 Stormwater Service Fee Credit Application Procedure

1. The customer shall obtain a Credit Manual and credit application package from MWA website.
2. The customer shall complete the application and include documentation with his/her application. Generally, the documentation will include a site map showing the entire parcel, all existing impervious areas on the property and documentation for the reduction in impervious area. Only parcels with a gross area of greater than 1 acre are eligible for this fee credit. An as-built survey of the final site conditions that is stamped by a qualified professional is required unless otherwise approved by the Field Operations Director..
3. Once the application package is complete, the customer shall submit the application to MWA for review.

Upon receipt of the credit application, MWA shall review the documentation. If the credit is approved, the stormwater service fee credit will be applied per the guidance in Section 1.2. If the credit is not approved, MWA will send a letter to the customer explaining why the credit application was not approved.

## **2.6 NPDES Industrial Stormwater General Permit Compliance**

### **2.6.1 Credit Description**

Customers can receive a stormwater service fee credit by complying with applicable NPDES Industrial Stormwater General Permit requirements for industrial facilities. Implementation of the applicable compliance requirements assists MWA in addressing water quality impairment issues at the source prior to discharge into the MWA drainage system and/or State Waters. If the customer has properly secured coverage under the NPDES Industrial Stormwater General Permit, and is in compliance with all applicable requirements, i.e. development and implementation of a Stormwater Pollution Prevention Plan (SWPPP), a credit application may be submitted to MWA to secure a credit. The credit amount available for NPDES Industrial Stormwater General Permit compliance is 20% off the stormwater service fee charge for a period of three years.

### **2.6.2 Stormwater Service Fee Credit Application Procedure**

Properties that operate an industrial facility that must secure coverage per its Standard Industry Code (SIC) under the NPDES Industrial Stormwater General Permit are eligible for a stormwater service fee credit. Information regarding NPDES Industrial Stormwater Permit compliance requirements is available on the Georgia Environmental Protection Division website.

1. The customer shall obtain a Credit Manual and credit application package from MWA website.
2. The customer shall complete the application and include the required documents that verify compliance with the NPDES Industrial Stormwater General Permit. At a minimum, the documentation attached to the credit application shall include the following items below:
  - a. Customer address and facility point of contact
  - b. Copy of the current NPDES Industrial Stormwater Permit Notice of Intent (NOI)
  - c. Copy of the annual report of compliance
  - d. Copy of the SWPPP
  - e. Certification by the responsible party/permit holder that the NOI is current and the SWPPP is being implemented
  - f. An executed Right of Entry Agreement.
3. Once the application package is complete, the customer shall submit the application to MWA for review.

Upon receipt of the credit application, MWA shall review the documentation. If the credit is approved, the stormwater service fee credit will be applied per the guidance in Section 1.2. If the credit is not approved, MWA will send a letter to the customer explaining why the credit application was not approved.

To maintain the credit, the customer shall send a copy of an annual report of compliance to the MWA Stormwater Manager each year. Failure to make the required submittals could result in forfeiture of the stormwater service fee credit.

## 2.7 Stormwater Education Program for Educational Facilities

### 2.7.1 Credit Description

MWA is required by the Macon-Bibb County NPDES MS4 permit to educate the public about the effects of urbanization on stream water quality and stormwater management issues. MWA may award credits of up to 20% for eligible Child Care Centers, K-12, and postsecondary educational institutions that provide or promote educational activities that support and complement MWA's stormwater goals.

Table 2.2 provides guidance to determine if an educational facility is eligible for this stormwater service fee credit.

**Table 2.2: Stormwater Service Fee Credit Eligibility Guidance for Educational Facilities**

Educational Facility	Description	Website for more information
School	A school as defined by Unannotated Georgia Code 20-2-690 recognizes the existence of public schools, and private schools as educational entities.	<a href="https://www.gadoe.org/External-Affairs-and-Policy/AskDOE/Pages/Schools-and-Districts.aspx">https://www.gadoe.org/External-Affairs-and-Policy/AskDOE/Pages/Schools-and-Districts.aspx</a>
Postsecondary Institutions	Postsecondary educational institutions are defined in the Official Annotated Code of Georgia Code Section 20-3-519.7.	Go to: <a href="https://nces.ed.gov/ipeds/collegemap/">https://nces.ed.gov/ipeds/collegemap/</a> Then: Type in "Georgia" in the "Find Your College" search bar.
Daycare	The Georgia Department of Early Care and Learning defines and has jurisdiction for the licensing and registration for Group Day Care, and Child Care Centers.	<a href="http://www.dec.state.ga.us/">http://www.dec.state.ga.us/</a>



Educational Facility	Description	Website for more information
Pre-K	The Georgia Department of Early Care and Learning is authorized to administer the Lottery funded Georgia Pre-K program and defines its authority over these programs.	<a href="https://families.decal.ga.gov/PreK/Search">https://families.decal.ga.gov/PreK/Search</a>

Approved credit applications will result in the award of a credit to the parcel's stormwater service fee. The per-parcel stormwater service fee credit is 20% and credit may only be applied to the property where the educational activities are taught. The service fee credit lasts for 1 year and can be renewed indefinitely. Credits cannot be applied to administrative centers, bus lots, parking lots or warehouse/facility operations-purposed parcels.

Any eligible educational facility must utilize a Watershed Education Curriculum to be eligible for this stormwater service fee credit. These curricula promote water education to children and young adults to provide a better understanding of global water challenges and to inspire local solutions.

## 2.7.2 Stormwater Service Fee Credit Application Procedure

To qualify for a Stormwater Education Program fee credit, an educational facility must provide an approved Watershed Education Curriculum. Table 2.3 lists the six approved curricula.

**Table 2.3: Available Watershed Education Curriculum**

Curriculum	Website	Eligible Facilities
Project WET	<a href="https://www.projectwet.org/">https://www.projectwet.org/</a>	All facilities are eligible
Project WET Urban Watershed	<a href="https://store.projectwet.org/urban-waters-download.html">https://store.projectwet.org/urban-waters-download.html</a>	Schools: Grades 6-9
Wonder of Wetlands	<a href="https://store.projectwet.org/wetlands-educators-guide.html">https://store.projectwet.org/wetlands-educators-guide.html</a>	Schools: Grades K-12
Healthy Water/Healthy People	<a href="https://store.projectwet.org/educators-guides/water-quality-educators-guide-download.html">https://store.projectwet.org/educators-guides/water-quality-educators-guide-download.html</a>	Schools: Grade 6-12; Postsecondary Institutions
GLOBE Program	<a href="https://www.globe.gov/">https://www.globe.gov/</a>	Schools: Grades K-12
Project WILD Aquatic	<a href="https://www.fishwildlife.org/projectwild">https://www.fishwildlife.org/projectwild</a>	Pre-K; Schools: Grades K-12

Educational facilities must include a list of appropriate state academic standards, Academic Knowledge and Skills, or objectives for the lessons that were taught using watershed curriculum for each grade level.

At least 40% of enrolled students at the eligible educational facility must have completed at least one unit of study during the calendar year with documentation of attendance submitted to MWA to be eligible for the credit.

## **2.8 Stormwater Education Program for Other Organizations**

### **2.8.1 Credit Description**

MWA is required by the Macon-Bibb County NPDES MS4 permit to educate the public about the effects of urbanization on stream water quality and stormwater management issues. MWA will maintain a list of acceptable stormwater education programs on its website. Non-residential property owners can utilize these educational programs to qualify for a stormwater service fee credit.

### **2.8.2 Stormwater Service Fee Credit Application Procedure**

Non-residential property owners can qualify for a fee credit by meeting whichever of the following two levels is greater:

- 20% participation based on the number of parking spaces (i.e. the number of people required to attend must be at least 0.20 times the number of parking spaces visible in aerial imagery)
- 20% participation based on verifiable number of employees or members

Employees and/or member organizations may participate in several programs but are limited to obtain the maximum credit of 15% per billing year under this practice. Duplicate education credits are not allowed. Owners with multiple properties are limited to applying each education program attended to one property. **Participating property owners must submit to the MWA documentation for the stormwater education activity that includes date, description of the event, and record of attendance.**

MWA Stormwater Education Programs and credit requirements will be posted on the MWA website at <http://www.maconwater.org/stormwater-user-fee-credits>. Program availability will be updated regularly.

Credits obtained for completing the stormwater education programs are valid for one billing year and are non-transferable. Attendance records taken during the education programs will be used to validate the fee credit application. To receive a credit for this activity for subsequent years, additional educational programs will be required during the subsequent years and a new application submitted at that time.

## 2.9 Stewardship

### 2.9.1 Credit Description

To qualify for the stewardship fee credit, NSFR property owners must participate in efforts related to improving water quality. Eligible efforts include, but are not limited to, obtaining certification as an Adopt-a-Stream volunteer or participate in the MWA's stenciling storm drain program. **NSFR property owners can also receive a \$100 stormwater service fee credit to their accounts bi-annually if they choose to participate in a community or stream clean-up or a shore sweep activity. Participating property owners must submit to the MWA documentation for the clean up or shore sweep activity that includes date, description of the event, and record of attendance.** Additional activities can be found on MWA's website at <http://www.maconwater.org/stormwater-user-fee-credits>, or the participating organization can contact MWA for an eligibility check of their stormwater stewardship activity.

### 2.9.2 Stormwater Service Fee Credit Application Procedure

For NSFR parcels to receive a stewardship fee credit, participating employees or members must be associated with the facility against which the credit is to be applied, and participation must meet whichever of the following two levels is greater:

- 20% participation based on the number of parking spaces (i.e. the number of people required to attend must be at least 0.20 times the number of parking spaces visible in aerial imagery)
- 20% participation based on verifiable number of employees or members

The maximum fee credit allowed for stewardship is 15%. However, NSFR property owners can receive a **\$100 stormwater service fee credit to their accounts bi-annually if they choose to participate in a community or stream clean-up or a shore sweep activity. Participating property owners must submit to the MWA documentation for the clean up or shore sweep activity that includes date, description of the event, and record of attendance.** The credit will be valid for the following billing year only. To continue receiving credit beyond a one-year term, additional participation is required the next year, and a verification of attendance must be submitted with a new application.

# **STORMWATER CREDIT FORMS**

- Non-Single Family Residential (NSFR) Stormwater Service Fee Credit Application/Renewal Form
- Right-of-Entry Agreement

# **NON-SINGLE FAMILY RESIDENTIAL (NSFR) STORMWATER SERVICE FEE CREDIT APPLICATION/RENEWAL FORM**

## **NSFR Application Instructions**

If applying for a stormwater service fee credit online, please go to <http://www.maconwater.org/stormwater-user-fee-credits> and follow the online instructions. If you want to print out and mail or email an application, please fill out this form completely.

One application must be submitted for each customer account. More detailed information about credit policies can be found in the Credit Manual. Attach all appropriate documentation to support this request, as outlined in Section 2 of the Credit Manual.

Fill out this form completely. One application must be submitted for each separate customer account. Multiple stormwater controls/credit requests may be included in the application for a single customer location/account. Please ensure all stormwater management facilities have properly designed and constructed and continue to be properly maintained. Attach all the necessary documentation to support the service fee credit request. Documentation shall include, but not necessarily limited to, the following:

1. Facility site plan with stormwater facilities/controls with delineated drainage areas.
2. Description of stormwater control facilities.
3. Appropriate pages from Volume 2 of the GSMM (latest version) identifying design requirements for each on-site stormwater control.
4. Documentation that the stormwater control facilities meet one or more criteria for the stormwater service fee credit(s).
5. Appropriate professional certification(s), if required per this Manual.
6. Pertinent regulatory compliance documentation, if applicable.
7. Completed Right-of-Entry Agreement (if applicable) and/or a maintenance plan (if applicable) per the requirements of this Manual.
8. Other pertinent information to support the service fee credit request.

A completed and print copy of this application can be mailed, with attachments, to:

Macon Water Authority  
Attn: SW Service Fee Credit  
790 Second St.; P.O. Box 108  
Macon, GA 31202-0108

CustomerCare@maconwater.org

## NSFR Application

I hereby request Macon Water Authority to review this application for a stormwater service fee credit(s). I further authorize MWA to investigate the site characteristics of the above identified parcel for the purpose of evaluation for a stormwater service fee credit(s). I certify that I have authority to make such a request and grant such authority for MWA staff (or their designee) to evaluate this property for the purposes of approval or denial of the service fee credit. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information should there be any change in the information provided herein.

\_\_\_\_\_  
Type or print name

\_\_\_\_\_  
Owner and/or Tenant

\_\_\_\_\_  
Account Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

This form must be signed by an individual person who is responsible for the site operations and/or payment of the monthly utility bill. If the responsible person is not an individual person then the form must be signed by an officer, director, partner, or registered agent with authority to execute instruments for the customer account.

Please place a check next to the credit being applied for with this application:

✓	Stormwater Credit Activity	Description	Credit %
	<b>Low Impact Parcel (&lt;5% impervious)</b>	Demonstrate that property has less than 5% impervious area.	30
	<b>Low Impact Parcel (5-10% impervious)</b>	Demonstrate that property has less than 10% impervious area.	15
	<b>No Direct Discharge to Public Stormwater System</b>	Demonstrate that stormwater runoff leaving property does not flow through any stormwater infrastructure owned or maintained by MWA.	50
	<b>Compliance with Georgia Stormwater Management Manual (GSMM) Standards</b>	Runoff Reduction and/or Water Quality	10
	<b>Compliance with GSMM Standards</b>	Channel Protection/Aquatic Resource Protection	10
	<b>Compliance with GSMM Standards</b>	Overbank Flood Protection	10
	<b>Retrofit of Stormwater Facilities (SEE COMPLIANCE W/ GSMM ITEMS FOR % CREDIT)</b>	Voluntarily retrofit stormwater facilities constructed prior to GSMM adoption to bring them into compliance with current regulations. Apply 10% per GSMM standard met (see 3 GSMM standards above).	10, 20, 30
	<b>Impervious Area Removal</b>	Remove unused impervious areas on a property for a supplementary 12-month credit.	10-50
	<b>NPDES Industrial Stormwater General Permit Compliance</b>	Implement and enforce a program to control pollutants discharged from industrial facilities.	20
	<b>Stormwater Education Program (Educational Facilities)</b>	For daycare, Pre-K-12, and postsecondary schools, teach approved watershed education curriculums to enrolled students.	20
	<b>Stormwater Education Program (Non-residential Organizations)</b>	Provide watershed education curriculum or training to members of your organization or public.	15
	<b>Stewardship *</b>	Participate in community clean-ups, storm drain stenciling, etc.	15
<b>TOTAL CREDIT APPLIED (MAXIMUM 50%)</b>			_____

**\*NSFR property owners can receive a \$100 stormwater service fee credit to their accounts bi-annually if they choose to participate in a community stream clean-up or a shore sweep activity.**

Supporting documentation per Section 2 of the Credit Manual must accompany each credit checked.

General Customer Information

<b>Customer Name:</b>	
<b>Stormwater Utility Account Number:</b>	
<b>Mailing Address:</b>	
<b>Mailing City/Zip:</b>	
<b>Contact Phone/Fax Number:</b>	
<b>Contact E-mail Address:</b>	

Property Information

<b>Parcel/Property Address (number and street):</b>	
<b>Parcel/Property Address (city and state and zip):</b>	
<b>Parcel Identification Number:</b>	
<b>Parcel/Property Location/Development:</b>	
<b>Authorized Contact, if different than Customer:</b>	

Note: parcel information available through Macon-Bibb County Board of Tax Assessors website:  
<http://www.co.bibb.ga.us/TaxAssessors/index1.html>

***MWA Approval (to be completed by MWA Engineering):***

\_\_\_\_\_  
Approved Credit %  
(or Denied, Incomplete)

\_\_\_\_\_  
Reason (if not approved)

\_\_\_\_\_  
Reviewer Date

\_\_\_\_\_  
Approved Date  
(Field Operations Director)



# RIGHT-OF-ENTRY AGREEMENT

I/We \_\_\_\_\_, the owner and/or tenant (circle which one or both) of the property commonly identified as \_\_\_\_\_, Macon, Georgia, do hereby grant and give freely and without coercion, the right of access and entry to said property to Macon Water Authority, its agents, contractors, and subcontractors thereof, for the purpose of performing necessary evaluations of onsite stormwater facilities, controls and site activities related to stormwater runoff management on the \_\_\_\_\_ (hereinafter "facility") located on Land Lot \_\_\_\_\_ in Macon-Bibb County, Georgia.

The undersigned agrees and warrants to waive and hold harmless Macon Water Authority, its agents, employees, contractors, and subcontractors, for damage of any type, or any claim or action, either legal or equitable that might arise out of any activities on the above described property that are conducted by Macon Water Authority, its agents, employees, contractors and subcontractors, pursuant to this Agreement.

In consideration of this Right of Entry Agreement and the rights granted to Macon Water Authority herein, the receipt and sufficiency of which is hereby acknowledged, Macon Water Authority agrees, to perform only visual evaluations, and review pertinent facility records and information, necessary to verify stormwater service fee credit eligibility and proper maintenance. I/We, will not/have not receive(d) any compensation for this Right of Entry Agreement.

For the considerations and purposes set forth herein, I set my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Operator or Owner (circle which one)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Address

\_\_\_\_\_  
Notary

\_\_\_\_\_  
Address

\_\_\_\_\_  
Commission Expiration Date

Macon Water Authority Acknowledgement:

\_\_\_\_\_  
Field Operations Director

\_\_\_\_\_  
Date