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AGENDA
NATURAL RESOURCES COMMITTEE

Tuesday, April 19, 2016

3:30 p.m.

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort

Committee Members:
Brian Flewelling, Chairman
Alice Howard, Vice Chairman
Gerald Dawson
Steve Fobes
William McBride
Jerry Stewart
Roberts "Tabor" Vaux

Staff Support:
Anthony Criscitiello, Planning Director
Gary James, Assessor
Eric Larson, Division Director
Environmental Engineering
Dan Morgan, Division Director
Mapping & Applications

1. CALL TO ORDER – 3:30 P.M.
2. RESOLUTION ADOPTING THE PORT ROYAL SOUND ESTUARINE SYSTEM ([backup](#))
3. RESOLUTION ADOPTING THE STORMWATER UTILITY FEE CREDIT MANUAL UPDATE
 - [memorandum](#)
 - [revenue loss estimate](#)
 - [powerpoint](#)
 - [credit manual redline](#)
 - [credit manual clean](#)
4. UPDATE / STATUS OF SPANISH MOSS TRAIL
 - A. Dean Moss, Executive Director, Friends of the Spanish Moss Trail
5. EXECUTIVE SESSION
 - A. Discussion of negotiations incident to proposed contractual arrangements and proposed purchase of property
6. ADJOURNMENT

2016 Strategic Plan Committee Assignment
Stormwater Management Program
Creek Restoration: Progressive Projects for Saltwater, Quality, Recommendations
Tree Ordinance: Evaluation Report, Revision
Affordable / Workforce Housing
Pepper Hall Plantation Site
Comprehensive Plan: Update
Park Potential Development
Community Development Code: Refinements



RESOLUTION 2016 /

A RESOLUTION SUPPORTING ADMISSION OF THE PORT ROYAL SOUND ESTUARINE SYSTEM AS A MEMBER OF THE NATIONAL ESTUARY PROGRAM

WHEREAS, the Port Royal Sound Estuarine System is a unique and largely understudied high salinity salt marsh estuarine system; and

WHEREAS, the Port Royal Sound Estuarine System is a major economic, cultural and historical resource for Beaufort County, South Carolina and the state as a whole; and

WHEREAS, anticipated research conducted under the auspices of the Port Royal Sound Conservancy will address a wide range of multiple fields and topics, particularly, focusing on stormwater issues, system-carrying capacities and potential sea level rise; and

WHEREAS, there are no estuarine systems in either the States of South Carolina or Georgia with the National Estuary Program as currently structured.

NOW, THEREFORE, BE IT RESOLVED, that the National Estuary Program:

1. Consider and recognize the value of information gained through the study of an estuarine system unique beyond its current membership;
2. Appreciate the importance of the resource to its stakeholders and their commitment to its sustainable use in the face of growing challenges;
3. Prepare to work in collaboration with entities within the Port Royal Sound Conservancy to share knowledge and expertise for the benefit of all; and
4. Seize the opportunity to broaden its scope by extending membership to an estuarine system of the South Atlantic Coast which is not currently represented within the National Estuary Program.

Adopted this ____ day of April, 2016.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____

D. Paul Sommerville, Chairman




BEAUFORT COUNTY STORMWATER UTILITY
120 Shanklin Road
Beaufort, South Carolina 29906
Voice (843) 255-2805 Facsimile (843) 255-9478



INTEROFFICE MEMORANDUM

TO: Brian Flewelling, Natural Resources Committee Chairman

FROM: Eric W. Larson, Stormwater Manager 

SUBJECT: Stormwater Utility Adjustment and Credit Manual revision – April 2016

DATE: April 19, 2016

The County's Stormwater Management Utility establishes a mechanism for billing the costs of operating and maintaining the County's stormwater management system, and financing the necessary repairs, replacements, improvements, and extensions. The County's ordinance provides the mechanisms for billing and payment and establishing the Stormwater Utility Fund. In 2015, County Council adopted a revised rate structure and fee increase. The Credit Manual outlines the guidelines under which the County will grant adjustments and credits to stormwater user fees. This manual has been revised to reflect the recent changes to the rate structure.

We have provided the draft Credit Manual in two formats, red-line and final draft. Since some of the changes involved re-formatting of the existing content, the red-line version tends to be cumbersome yet it effectively highlights the additional content created to address the new rate structure. The appendices include the application form, adjustment and appeal forms, and a flow chart of the review and approval process.

Our consultant assisted staff in a "state of the industry" review to benchmark our credit program with communities with similar demographics. In particular, we considered their rate structures, property classes receiving credits, the amount of the credit, application requirements, and duration of the credit once received. Our goal was to create a credit program that was easy to understand with a simple application, clear eligibility, straightforward calculations, and had a minimal burden to the applicant. The result is an expanded credit program offering larger credits than done in the past. As part of the project, our consultant incorporated a credit tracking component into the rate model developed last year to automate the annual tracking and application of credits to accounts.

We knew the County would likely continue a credits program after the rate structure change, but had not developed the draft credits manual in conjunction with the 2015 ordinance revision. The way that we tried to accommodate the revenue losses that might come from a future credits program revamp was to be a bit conservative in our collection rate estimate in the rate model. In that model we assumed a collection rate of billed fees of 94%. In 2014, the actual collection rate was approximately 96%, or 2% higher than the modeled collection rate. This 2% potential upside delta is close to \$110,000 since the revenues are about \$5.5 million. This is about an even break given the estimated revenue loss associated with the credit program. As a result, we are confident that increased credit participation by rate payers will not affect our revenue nor create a need to increase rates to compensate. A summary of this calculation is also provided.

The Stormwater Utility Staff recommends adoption of the April 2016 Stormwater Utility Adjustment and Credit Manual. The Utility Board recommended the same at the March 23, 2016 meeting with a vote of 7:0.

Table of Credit Types and Applicabilities and Amounts

	Year 1 Estimated Unincorporated Revenue Impact	Year 1 Estimated CWI Revenue Impact	Year 1 Combined Revenue Impact	Estimated Annual Credit Growth %	Year 5 Combined Revenue Impact	Average Annual Revenue Impact
Structural BMP Credit	\$28,000	\$9,333	\$37,333	3%	\$42,000	\$39,667
Integrated Non-Structural BMP Program Credit	\$4,700	\$1,600	\$6,300	2%	\$6,800	\$6,550
Other BMPs	\$2,000	\$400	\$2,400	2%	\$2,500	\$2,450
NPDES Industrial Stormwater Permit Credit	\$2,500	\$1,600	\$4,100	1%	\$4,200	\$4,150
Education Credit	\$18,500	\$2,500	\$21,000	3%	\$23,600	\$22,300
Inundated Property Credit	\$9,000	\$0	\$9,000	0%	\$9,000	\$9,000
Permanently Undevelopable Land Credit	\$25,000	\$1,000	\$26,000	2%	\$28,100	\$27,050
Rounded Average -->						\$111,000

Stormwater Utility Fee Credit Program Update

Presentation to NRC

April 19, 2016

Background

Credit program, manual, and application process update founded on:

- ✓ Consideration of existing credits program
- ✓ Rational nexus with new rate structure
- ✓ Simplified credit tracking

Review of Other Programs

	SCM	Edu	NPDES	Pervious Pavement	Non- structural	Other	Eligible	Max	Duration
Georgetown County	✓	✓	✓	✓		✓	NSFR	70%	1 year
Horry County	✓					✓	NSFR	100%	N/S
Wilmington, NC	✓		✓	✓			NSFR	40%	1 year
Palm Bay, FL	✓						ALL	100%	N/S
Philadelphia, PA	✓		✓				NSFR	90%	4 years
Pasco County, FL	✓		✓			✓	NSFR	25%	1 year
Jacksonville, FL	✓		✓		✓	✓	ALL	50%	N/S
Granville County, NC	✓						ALL	60%	5 years

Beaufort County Program Comparison

Beaufort County's program includes elements found in many other jurisdiction's credit programs

SCM, Education, NPDES, Pervious Pavement, Non-structural, Other

Eligibility for NSFR properties only is common

Maximum credit percentage is on the high side, but has appropriately set requirements to achieve

Credit Program & New Rate Structure

Credits tied to Gross Area or Impervious Area fee components

GROSS AREA

Inundated Land &

Undevelopable Land:

100% credit for affected portion



IMPERVIOUS AREA

Structural BMPs: 50% credit

Non-Structural BMPs: 25% credit

Other BMPs: varies

NPDES: 10% credit

Education: 30% credit

Summary of Credits

	Application Required	Credit Duration	Credit Amount	Credited Fee Component
Structural BMP Credit	YES	ONGOING	50%	IMPERVIOUS AREA
Integrated Non-Structural BMP Program Credit	YES	ONE YEAR	25%	IMPERVIOUS AREA
Other BMPs	YES	VARIES	VARIES	IMPERVIOUS AREA
NPDES Industrial Stormwater Permit Credit	YES	FIVE YEARS	10%	IMPERVIOUS AREA
Education Credit	YES	ONE YEAR	30%	IMPERVIOUS AREA
Inundated Property Credit	NO	ONGOING	100%	GROSS AREA INUNDATED
Permanently Undevelopable Land Credit	YES	ONGOING	100%	GROSS AREA UNDEVELOPABLE

Updates to Manual

The Adjustment and Credit Manual, adopted in 2012, was updated to:

- Match the current rate structure
- Simplify eligibility and calculations
- Improve data maintenance and processing
- Consolidate and document County processes for managing credits

Questions?

STORMWATER ADJUSTMENT AND CREDIT MANUAL BEAUFORT COUNTY, SOUTH CAROLINA

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Section 1. Introduction

Beaufort County established a Stormwater Management Utility on September 10, 2001. The utility provides the County with the authorization to establish and collect just and equitable rates, fees, and charges for the services and facilities provided by the utility system. The County is further authorized by the South Carolina Statutes to construct, reconstruct, improve, and extend the Stormwater Management system.

The County's Stormwater Management Utility establishes a mechanism for billing the costs of operating and maintaining the County's stormwater management system, and financing the necessary repairs, replacements, improvements, and extensions. The County's ordinance provides the mechanisms for billing and payment, accounting for capital contributions, and establishing the Stormwater Utility Fund. This Adjustment and ~~Credit~~ Credit Manual outlines the guidelines under which the County will grant adjustments and credits to stormwater user fees, ~~and grant credits to nonresidential and other privately owned stormwater facilities that provide value to the Utility by controlling stormwater quantity and quality, or auxiliary services. The Utility also will use the credit process to provide incentives for improvements to private systems.~~

1.1 Credit Program Goals

The County is not required to develop or employ a stormwater credit program. Doing so is a business decision intended to improve the County's relationship with its customers, allow the County to nimbly address changing circumstances on the ground, and incentivize or reward activities or measures that, in turn, reduce the County's costs to provide stormwater management services. It is not the intent of this program to reduce fees based on a ratepayer's ability to pay, or to treat any particular class of customer differently other than based on rate metrics.

The County holds a National Pollutant Discharge Elimination System (NPDES) municipal separate storm system (MS4) permit, which will require certain control measures to improve the quality of water leaving the County and entering receiving water bodies. The permit requires some measures, such as public education, that can be at least partially supported through external activities and provide a non-structural way for utility customers to decrease the program's costs by providing a relevant service independently and reducing the need for the County to do so.

For these reasons, the credit program aligns stormwater management related costs and the extent to which those costs can be reduced, to the reduced fees passed on to some customers that are driving down the demand for service.

1.2 Nexus with Revised Rate Structure

In 2015, the County completed a rate study that included a recommended revised rate structure. Unincorporated Beaufort County adopted this new structure. The County's revised rate structure is built upon three elements of cost recovery. First, there is a fixed fee component that

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includes County costs related mostly to stormwater utility business operations and some services (like outreach and water quality monitoring) that are related more to the number of utility customers than the characteristics of those customers or their properties. In addition to the fixed fee, other costs are recovered through variable charges for both a property's impervious area and a property's gross area. Costs are split between these two factors approximately 80% and 20% respectively, a division determined in the rate structure analysis to provide for the optimal blend of equitable cost allocability, reducing the impact of the rate structure change on sensitive customers, providing continuity with the previous rate structure, and ensuring appropriate cost recovery from undeveloped lands still greatly served through the County's stormwater service provision.

Given the three elements of the underlying rate structure, the County's credit policy can provide a nexus between reduction in costs and reduction in a customer's fee. That is, depending on the particular type of credit, it may be appropriate to reduce one or more component(s) of the fee to reflect the actual cost type and level. The recommended credit policy elements are in the following sections, and each references the component of the charge recommended to be eligible for reduction.

Users of this Credit Manual will find references to older rate structure based solely on the Single Family Detached Unit (SFU) billable unit. These are included for the benefit of the jurisdictions that have elected to continue with the older rate structure.

1.3 1.1—Definitions

The following definitions shall apply in the use of this Adjustment and ~~Credit~~ credit Manual. Words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

~~**ACCELERATED WATER EROSION.** The wearing away of the land surface by stormwater runoff, or snow melt water, occurring at a much more rapid rate than geologic or normal erosion, primarily as a result of denuding the land and/or altering its slope.~~

ADJUSTMENT. The adjustment of the user fee assessed to a particular parcel based on the more detailed assessment of the impervious area on that parcel.

AGRICULTURAL USE EXEMPTION POLICY. Properties under agricultural use as defined by South Carolina State law are exempt from having their stormwater fees increase by ordinary rate increases or rate structure changes. Beaufort County complies with this policy and automatically identifies these properties and suppresses their stormwater fees as needed. No credit application or other efforts by property owners are required.

~~**AGRICULTURAL LANDS.** Those lands utilized for any agricultural use, including forestry.~~

APPEAL. The process of filing a dispute with the fee determination, fee adjustment or fee credit as recognized by the County.

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APPLICANT. Any person, or a duly designated representative applying for a permit or other type of county, federal, or state regulatory approval to proceed with a project.

~~**APPROVING AGENCY.** The approving agency shall be the Stormwater Management Utility.~~

AQUIFER. An underground formation, group of formations, or part of a formation that is permeable enough to transmit, store, or yield usable quantities of water.

AS-BUILT PLANS. The final plans amended to include all locations, dimensions, elevations, capacities, features and capabilities, as actually constructed and installed.

BEST MANAGEMENT PRACTICES (BMP), Manual for Stormwater Best Management Practices, Current Edition. County manual defining acceptable programs, technologies, processes, site layout techniques and criteria, operating methods, measures, or devices to maintain or restore pre-development hydrology with regard to rate, volume, quality, and duration of the water flow.

CHANNEL. A natural stream that conveys water. A ditch, or passageway, excavated to permit or accommodate the flow of water.

~~**COUNTY.** Beaufort County, South Carolina and its authorized agents.~~

~~**COUNTY ENGINEER.** A professional engineer designated by and representing Beaufort County, South Carolina or such engineer's authorized designee.~~

CLEARING. The removal of trees, brush, and other ground cover from all or a part of a tract of land, but shall not include mowing.

~~**COMPENSATING STORAGE.** Equivalent floodplain storage provided to counterbalance floodplain filling.~~

CONCENTRATED STORM RUNOFF. Surface runoff that converges and flows primarily through water conveyance features such as swales, gullies, waterways, channels, or storm sewers and which exceeds the maximum specified flow rates of filters or perimeter controls intended to produce or control sheet flow.

COUNCIL. The County Council of Beaufort County, South Carolina.

~~**COUNTY.** Beaufort County, South Carolina.~~

~~**COUNTY.** Beaufort County, South Carolina and its authorized agents.~~

~~**COUNTY ENGINEER.** A professional engineer designated by and representing Beaufort County, South Carolina or such engineer's authorized designee.~~

CUSTOMER. The owner of any parcel that is receiving a stormwater utility fee from Beaufort County, South Carolina.

DETENTION or TO DETAIN. The prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of stormwater runoff into surface waters by providing temporary on-site storage.

DEVELOPMENT or DEVELOPMENT ACTIVITY. The alteration, construction, installation, demolition or removal of a structure, impervious surface, pipe, conduit, cable or line, above or below ground, or the clearing, scraping, grubbing, killing or otherwise removing the vegetation from a site; or adding, removing, exposing, excavating, leveling, grading, digging, burrowing, dumping, piling, dredging or otherwise significantly disturbing the soil, mud, sand or rock of a site.

DIRECTLY CONNECTED IMPERVIOUS AREAS. Those impervious areas which are directly connected to the County's drainage system by a ditch, storm sewer, channel, or other man-made device for the conveyance of stormwater runoff.

DISCHARGE. The flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

DITCH. An artificial waterway for the purpose of irrigation or for stormwater conveyance.

~~**DRAINAGE FACILITY.** Any component of a stormwater management system.~~

DRAINAGE SYSTEM. All facilities used for the movement of stormwater through and from a drainage area including, but not limited to, any and all of the following:

- conduits, pipes and culverts, including appurtenant features such as catch basins, inlets, manholes, and headwalls,
- channels, ditches, flumes, curbs, streets and other paved areas, and
- all watercourses, standing or flowing bodies of water, and wetlands.

While some such facilities may be isolated in a given storm event, all are interconnected in a given drainage system for a storm event exceeding a certain magnitude.

DWELLING UNIT. Any building or portion thereof designed or used exclusively as the residence or sleeping place of one or more families, but not including a tent, cabin, trailer or trailer coach, boarding or rooming house, or hotel, ~~or mobile home.~~

EASEMENT. A grant by a property owner for a specified use of all or a specified portion of land to a person or the public at large.

EROSION. The wearing or washing away of soil by the action of water.

EQUIVALENT IMPERVIOUS COVER (EIC) – Metric that measures how effectively impervious surface runoff is reduced relative to pre-development pervious surface runoff.

EVAPOTRANSPIRATION – Retention of stormwater in a manner that allows for the runoff to return to atmosphere.

FACILITIES. Various drainage works that may include inlets, conduits, manholes, energy dissipation structures, channels, outlets, retention/detention basins, and other structural components.

~~**FEMA.** Federal Emergency Management Agency.~~

~~**FOREBAYS.** Areas with hardened bottoms, located at detention basin inlets that are designed to trap coarse sediment particles by separating approximately ten percent of the basin volume from the remainder of the basin with a lateral sill, rock filled gabions, a retaining wall, or horizontal rock filters.~~

FREEBOARD. The space from the top of an embankment to the highest water elevation expected for the largest design storm stored. The space is often required as a safety margin in a pond or detention basin.

FREQUENCY YEAR STORM. A rainfall event expressed as an ~~exceedence~~ exceedance probability with a specified chance of being equaled or exceeded in any given year, as follows:

One Year.....	100 percent
Two Year.....	50 percent
Ten Year.....	10 percent
Twenty-Five Year.....	4 percent

Fifty Year..... 2 percent
One-Hundred Year..... 1 percent

GROUNDWATER. Water below the surface of the ground, in known or defined natural channels, whether flowing or not.

GROSS AREA. The total area of a tax parcel as contained in the County's geographic parcel data.

HYDROGRAPH. A graph of inflow and/or discharge versus time for a selected point in the drainage system.

IMPERVIOUS SURFACE AREA. The surface area which has been compacted or covered with a layer of material so that it is resistant to infiltration by water, including semi-pervious surfaces such as compacted clay, most conventionally surfaced streets, roofs, sidewalks, parking lots, and other similar surfaces.

INSPECTOR. A person designated by the Stormwater Utility Manager who conducts the necessary inspection of stormwater related work to ensure conformance with the Approved Plan and the provisions of this chapter.

INTENSITY. The depth of accumulated rainfall per unit of time.

MAINTENANCE. The action taken to protect, preserve, or restore the as-built, functionality of any facility or system.

NONRESIDENTIAL DEVELOPED PROPERTY. A developed property that is not utilized for dwelling units with the County.

NOTICE. A written or printed communication conveying information or warning.

OPEN CHANNEL. An uncovered ditch, channel, or swale used to convey stormwater runoff.

OWNER. The person in whom the fee, ownership, dominion, or title of property (i.e., the proprietor) is vested. This term may also include a tenant, if chargeable under his lease for the maintenance of the property, and any agent of the owner or tenant including a developer.

PARCEL or PARCEL OF LAND. A tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person as of the effective date of the Stormwater Regulations.

PEAK RATE OF FLOW. The maximum rate of discharge resulting from a given storm event.

PERMITTEE. Any person who has been granted a permit to proceed with a project.

PERSON. Any individual, firm, corporation, governmental agency, business trust, estate, trust, partnership, association, two or more persons having a joint or common business interest, or any other legal entity.

POA (PROPERTY OWNER'S ASSOCIATION). The legally recognized, non-profit group or organization representing the interest of the property owners within a specified jurisdiction.

POSITIVE OUTLET. A gravity discharge from a basin via overland flow, artificial waterway, natural waterway, or pipe.

POST-DEVELOPMENT. The hydrologic and hydraulic condition of a project site immediately following completion of the development for which a permit has been approved.

PRE-DEVELOPMENT. The hydrologic and hydraulic condition of a project site immediately before development or construction begins.

PRIVATE. Property or facilities owned by individuals, firms, entities, corporations, and other organizations and not by local, state or federal governments.

PROFESSIONAL ENGINEER. A professional engineer licensed by the State of South Carolina, skilled in the practice of civil engineering and the engineer of record for the project under consideration.

~~POA. Property Owner's Association as defined by County regulations.~~

PUBLIC. Property or facilities owned by local, state or federal governments.

~~RAINFALL INTENSITY. The depth of accumulated rainfall per unit of time.~~

RATE. Volume of water, or other material, per unit of time.

RECEIVING WATERS or WATER BODY. Any water body, watercourse, or wetland into which surface water flows.

RETENTION or TO RETAIN. The prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of stormwater runoff into surface waters by complete on-site storage.

REUSE – The retention of stormwater runoff to use for irrigation or other beneficial use.

SEDIMENT. Solid material, whether mineral or organic, that is in suspension, is being transported, or has been moved from its place of origin by water.

~~SEDIMENT CONTROL DEVICE. Any structure or area that is designed to hold runoff water until suspended sediment has settled out.~~

SINGLE FAMILY DETACHED UNIT (SFU). The statistical average estimated to be 4,900-906 square feet of ~~horizontal~~ impervious area for each single family detached residential dwelling unit within the County and as established by Ordinance. ~~The horizontal impervious area includes, but is not limited to, all areas covered by structures, roof extensions, patios, porches, driveways, and sidewalks.~~

SITE. Any tract, lot, or parcel of land or contiguous combination of tracts, lots, or parcels of land that is in one ownership, or contiguous and in diverse ownership, where development is to be performed as part of a unit, subdivision, or project.

~~SITE STORMWATER MANAGEMENT PLAN. Refers to the approved, detailed analysis, design, and drawings of the stormwater management system required for all construction.~~

SOUTH CAROLINA STORMWATER MANAGEMENT AND SEDIMENT CONTROL HANDBOOK (SCDHEC). This handbook includes all existing South Carolina stormwater management regulations required for individuals to submit a stormwater management and sediment reduction permit application to the Department of Health and Environmental Control ([SCDHEC](#)).

STORM EVENT. A storm of a specific duration, intensity, and frequency.

STORMWATER OR RUNOFF. Refers to the flow of water which results from, and which occurs during and following a rainfall event.

STORMWATER MANAGEMENT FEES AND CREDIT APPEALS BOARD. The Stormwater Management Fees and ~~Credit credit~~ Appeal Board will advise the County Administrator on appeals to decisions rendered by the ~~Director of Public Works- Stormwater Utility Manager~~ and will consist of three members.

STORMWATER DESIGN STANDARDS. The design standards presented in the Stormwater Regulations, and such other standards that may be adopted by the County from time to time.

STORMWATER MANAGEMENT SYSTEM OR FACILITIES. Refers to the existing, designed, and/or constructed features which collect, convey, channel, store, inhibit, or divert the movement of stormwater.

STORMWATER MANAGEMENT PLAN. The technical and policy manuals, plans, regulations and/or calculations, and any subsequent updates or amendments thereto, used by the ~~County Engineer~~ Stormwater Utility Manager to administer the stormwater regulations.

STORMWATER UTILITY MANAGER. Person responsible for daily operations of the Beaufort County Stormwater Management Utility and reporting to the ~~Public Works Director~~ County Manager Administrator.

STRUCTURE. Anything constructed or installed with a fixed location on or in the ground.

~~**SUBGRADE.** The top elevation of graded and compacted earth underlying roadway pavement.~~

SWALE. An artificial or natural waterway which may contain contiguous areas of standing or flowing water following a rainfall event. A swale may be planted with or otherwise contain vegetation suitable for soil stabilization, stormwater re-treatment, and/or nutrient uptake; or may be designed to accommodate or account for soil erodibility, soil percolation, slope, slope length, and contributing area, so as to prevent erosion and reduce the pollutant concentration of any discharge.

UTILITY. The stormwater management utility provided for in Chapter 99 of Beaufort Code of Ordinances.

VACANT LAND. A lot or parcel of land that is without any building, structure or improvement, including impervious surfaces, but does not include recreation, green or open space created around private or public facilities nor parcels connected or contiguous thereto for the same or similar uses.

WATER BODY. Any natural or artificial pond, lake, reservoir, or other area that ordinarily or intermittently contains water, and which has a discernible shoreline.

WATERCOURSE. Any natural or artificial stream, creek, channel, ditch, canal, waterway, gully, ravine, or wash in which water flows either continuously or intermittently, and which has a definite channel, bed, or banks.

WATER QUALITY. Those characteristics of stormwater runoff from a land disturbing activity that relate to the physical, chemical, biological or radiological integrity of water.

WATER QUANTITY. Those characteristics of stormwater runoff that relate to the rate and volume of the stormwater runoff to downstream areas resulting from land disturbing activities.

WET DETENTION. A detention basin that contains a permanent pool of water that will retain runoff for a minimum period of 14 days for an average summer rainfall, and which has a littoral zone over a substantial portion of the pond surface area.

WETLAND. An area that is inundated or saturated by surface or groundwater with a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

WORKS. All artificial, ~~man-made~~ manmade structures, including, but not limited to, canals, ditches, swales, conduits, channels, culverts, pipes, and other construction that connects to, draws water from, drains water into, or is placed in or across the waters of the state.

~~WATERSHED. Drainage area contributing stormwater runoff to a single point.~~

Section 2. ~~Section 2~~—User Fee Adjustment and Credit Credits

The following procedures address both adjustments and credits for Stormwater user fees. The County grants user fee adjustments when customers identify incorrect information contained in the County's billing database. Adjustments typically occur when the County has incorrectly delineated the impervious area within a nonresidential property, or when residential customers are assigned ~~the an~~ incorrect stormwater billing unit.

User Fee ~~Credit credits~~ are associated with the construction, operation, and maintenance of privately owned stormwater facilities that provide beneficial use to the County in meeting the objectives for the Utility set by County Council. Both residential and nonresidential customers can qualify for user fee adjustments; whereas only nonresidential customers and other stormwater facility operators such as Property Owner's Associations (POAs) qualify for user fee credits. ~~Temporary incentive credits for residential customers may be employed as part of the watershed restoration initiatives.~~ Appendix A contains Stormwater Management Utility Forms that are used as part of the adjustment and credit policy.

The ~~Director Stormwater Utility Manager, Department of Public Works,~~ or his designee, will review adjustment and credit requests made during the first fiscal year that the revised stormwater user fee is imposed and when customers implement a change to their existing stormwater facility. These requests will be reviewed within a ~~36~~-month period from the date of filing of the request.

~~2.1~~ ~~2.1~~—User Fee Adjustments

Requests for adjustment of the stormwater user fee shall be submitted through the Stormwater Utility Manager's office, which has authority to administer the procedures and standards, and review criteria for the adjustment of fees as established herein. All requests shall be judged on the basis of ~~the amount of impervious area on the site or on the basis of runoff factors for undeveloped/partially developed land.~~ site characteristics.

The following procedures shall apply to all adjustment requests of the stormwater user fee:

- Any residential property owner who believes the impervious area or gross area components of his stormwater user fee to be incorrect may submit an adjustment request on a form supplied by the Stormwater Utility Director/Manager, or his designee. Stormwater Management Utility Residential SWU Fee Adjustment Form No. 1 is for residential fee adjustments.
- Any nonresidential property owner ~~who has paid stormwater user fees, and~~ who believes the Single Family Unit (SFU) impervious area or gross area components of his/~~her~~ stormwater user fee to be incorrect, may submit an adjustment request on a form supplied by the

~~Director, Department of Public Works~~ Stormwater Utility ~~Director~~ Manager, or his designee. Stormwater Management Utility Form No. 1 is for residential SFU adjustments and Stormwater Management Utility Non-Residential SWU Fee Adjustment Form ~~No. 2~~ is for nonresidential SFU fee adjustments.

- The first step in the adjustment process will be a review of the County's calculation of the impervious and gross area. If resolution is not achieved, the County may request the customer to provide supplemental information to the Stormwater Utility Manager including, but not limited to, survey data prepared by a registered Professional Land Surveyor (P.L.S.) that represents the amount of impervious area ~~and compacted gravel area~~ on a parcel and/or engineering reports prepared by registered Professional Engineer (P.E.). Failure to provide such information may result in the denial of the adjustment request.
- The Stormwater Utility Manager shall respond in writing to all adjustment requests. The response shall provide an explanation of adjustment approval or denial as well as requests for additional information.

Adjustment denials may be appealed to the Stormwater Management Fees and ~~Credit~~ Credits Appeals Board as presented in Section 4.

2.1.1 ~~2.1.1~~ — Additional Stormwater Adjustments

In addition to the requirements presented above, adjustments may also be given when an owner meets any of the following requirements:

- Owner demonstrates rainfall that occurs on an impervious area does not generate runoff (has no outlet), is completely watertight, and has at least 18 inches of freeboard. This adjustment is for unusual structures, such as swimming pools, hazardous material storage areas, etc. For these specific cases, a customer's SFUs will be adjusted by removing from the SFU calculation the amount of impervious area that does not generate runoff.
- Owner demonstrates that on-site gravel is not compacted, not used for vehicular traffic, and thus not impervious. The County may grant adjustments for non-compacted gravel areas used for landscaping or other purposes. The County considers all compacted gravel areas (drives, storage areas, etc.) as impervious areas, and as such, no adjustment will be granted. The ~~County Engineer~~ Stormwater Utility Manager will make the decision regarding the intended purpose of gravel areas and the degree of imperviousness but will not allow more than 50% credit.

2.2 ~~2.2~~ — User Fee ~~Credit~~ Credits

Nonresidential customers and other privately owned stormwater facility operators may qualify for user fee credits when they can demonstrate that their existing or proposed stormwater facilities meet current stormwater standards and provide the County value in managing stormwater quantity, ~~or~~ quality or auxiliary services. ~~It is the intention of the Utility that the~~ User fee credits will provide incentive to the private facility operators to improve their facilities as County ordinances and standards are changed. For properties within incorporated

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jurisdictions, the portion of a property's stormwater fee that is the Countywide Infrastructure charge is creditable in the same percentages for gross and impervious area as it would be credited were it in the unincorporated County. The amount of credit will be determined by the County on a case-by-case basis

2.2.1 ~~2.2.1~~ Restrictions

- a. No public or private property shall receive ~~Credit~~ credit to offset Fees for any condition or activity unrelated to the County's cost of providing stormwater management services.
- ~~b. No Credit will be applied to any parcel that reduces the Fee to an amount less than one Single Family Unit Fee.~~
- c. Credits will not apply to Stormwater Pollution Prevention Plan (SWPPP) Review and Inspection fees attributable to new development or redevelopment projects.
- d. Any BMP or portion(s) of the stormwater management within a permanent storm drainage easement maintained by the government (municipality, county or state), shall not be eligible for a fee credit.
- ~~f.~~ e. Credit shall only be given to the property owner of record. If there are multiple owners in a ~~credit~~ credit application, then the owner who is the applicant is responsible for ~~getting and~~ submitting a cooperation agreement from other owners participating in application.

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2.2.2 ~~2.2.2~~ Terms

- a. Unless noted in the credit description, all credits require submittal of a complete application and approval by the County. No separate submittal is required for CWI credits.
- ~~b. a.~~ Credits will only be applied if requirements outlined in this Manual are met, including, but not limited to: maintaining compliance with stormwater standards at the time of initial credit, completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of annual self-reports.
- ~~c. b.~~ Credits will be defined as percent (%) reductions applied as a ~~Credit~~ credit adjustment to components of the Fee, as described for each credit type ~~the Fee calculation equation.~~
- d. Some credits can be combined for an additive reduction. e. ~~—~~ The following table describes these allowable scenarios.

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stormwater fee. In the event a retroactive credit exceeds the calculated billed amount for the next year's bill, a refund will be issued by the Beaufort County Treasurer upon approval of the credit.

- h. This credit manual is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. This is the rate structure consistent with that of the County. Jurisdictions that have not adopted a revised this rate structure and continue to use a rate structure based solely on the SFU are eligible for stormwater fee credits in a manner similar to that under the prior Stormwater Fee Adjustment and credit Manual, dated December 2012. Each credit section below contains foot-notes to define how SFU-based credit are to be calculated. Credits will be applied retroactively for the first year of the revised fee program, and for the next billing cycle for the applications received after that.

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2.2.3 Structural BMP Credit – Water Quality, Peak Runoff, and Volume Controls

Structural BMPs designed in accordance with the County BMP Manual identified in the BMP Manual will be eligible for a maximum Fee Credit of 10% fee credit if flows generated on-site and from upstream areas greater than 0.5 sqsq. mi are directed through the BMP or are controlled and provide

- reduction of target pollutants to acceptable levels in accordance with a 10% effective imperviousness site,
- control the peak runoff rate in accordance with the 25-year, 24-hour storm event,
- provide 100% retention, reuse, and/or reduction of the runoff volume in accordance with the 1.95", 24-hour storm event.

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Structural BMPs are eligible for credit only if all three controls are met. If all flows generated on site are not directed through the BMP in accordance with Appendix A, the maximum fee credit of 10% will be prorated and reduced, reflective of the percentage of the flow generating area not being treated. This Credit credit will be based upon hydrologic data, water quality data, design specifications, and other pertinent data supplied by qualified, licensed professionals on behalf of property owners. Credits for on-site stormwater facilities shall be generally proportional to the benefit that such systems have on complementing or enhancing the water quality benefit to the County's stormwater management system. In order to receive Credit credit reduction as applied to the Fee calculation equation, property access, adequate and routine facility maintenance, and annual self-reporting must be provided by the property owner to the County to verify that the BMP structure is providing its intended benefit. The actual percentage received will be determined through an evaluation of the system benefits provided

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at the time stormwater leaves the customer's property. BMPs may provide a single benefit or a combination of benefits, in which case credits will be additive.

The percentage of Credit will be calculated applied as a 50% reduction in the impervious area component of the fee and the CWI portion of the fee.¹ For POAs, the flat structural BMP credit of 50% off the impervious area component of the fee may be added to the non-structural BMP credit of 25% for a maximum of 75% off the impervious area component of the fee. using the equation shown in the Credit application (see Appendix A), with a maximum Credit of 10%. The property owner must complete and submit data that quantifies and demonstrates the achievement of water quality, peak runoff, and volume control goals. This documentation must be prepared by a qualified, licensed professional engineer and be accompanied by one or combination of the following: testing, modeling, design, and/or construction data that substantiates the hydrologic peak flow reduction requirements or volume control requirements obtained from the BMP Manual. All requests will be reviewed on an individual basis with findings of the review transmitted back to the customer within ~~sixty~~ninety (60) days of receipt of a completed application.

Water quality and volume reduction BMPs that are eligible for credit include, but are not limited to, the following:

- Wet or dry detention basins
- Bioretention, rain gardens, and other devices, and
- Rooftop practices such as green roofs, evaporative cooling on flat roofs
- Pervious pavement²
- Runoff capture used for irrigation
- Disconnection of impervious areas
- Swales for runoff from highways and roadways.

In order to receive Credit credit reduction as applied to the Fee calculation equation, property access, adequate and routine facility maintenance and annual self-reporting must be provided by the property owner to the County to verify that the BMP structure is providing its intended benefit.

Credit will be perpetual until such time that the property owner fails to demonstrate adequate BMP performance.

¹ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU that of the County. Jurisdictions that have not adopted a revised rate structure will be eligible for a flat Structural BMP credit of 10% of the stormwater fee for peak control and 35% of the stormwater fee for volume control, including CWI fees. Water quality control is assumed met with volume control and no additional credit is provided.

² Pervious pavement, as a special category of structural BMP credit, will be credited as a 50% reduction in the impervious area charge for only the portion of the impervious area comprised of pervious pavement.

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2.2.8 Option 6. Stormwater Volume Control Credit

Stormwater volume control can be achieved through infiltration, evapotranspiration and reuse.

If flows generated on site and from upstream areas greater than 0.5 sq. mi. are directed through the BMP or are controlled with on-site vegetated open spaces, then a site is eligible for up to a maximum of 35% Credit using the equations presented in Appendix A and are based on retaining a 1.95 inch/24 hour storm event. Credits for stormwater volume controls will be based upon hydrologic data, water quantity data, design specifications, and current BMP manual credits supplied by qualified, licensed professional engineers on behalf of property owners.

Nonresidential customers and private property POAs may receive credits for runoff volume reduction best management practices (BMPs) that provide water quality enhancement. The County currently incurs operation and maintenance and capital costs associated with water quality components of the County's stormwater system that needs to be upgraded. Nonresidential customers and private property POAs provide the County with cost savings by constructing new or retrofitting existing stormwater facilities to improve the quality of the County's receiving streams. Customers who apply for credits must provide supporting documentation that their existing or proposed facilities are properly designed to provide volume reduction as outlined in the BMP manual, current edition. Runoff volume reduction BMPs that are eligible for credits include, but are not limited to the following:

- Rooftop practices such as green roofs, evaporative cooling on flat roofs
- Pervious pavement,
- Runoff capture and use for irrigation,
- Disconnection of impervious areas,
- Bioretention, rain gardens and other devices and
- Swales for runoff from highways and roadways.

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2.2.4 Option 1. Integrated Non-Structural BMP Program Credit

Credits may be issued for a Site with ongoing implementation of an integrated suite of fundamental non-structural BMPs that will help the County meet its permit objectives. To receive a 25% credit adjustment as applied to the impervious area component of the fee³, including the CWI portion of the fee, Fee calculation equation, documentation must be provided to verify that 6 of the 9 following BMPs have been met:

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BMP1: Educational Program

³ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will with that of the County. Jurisdictions that have not adopted a revised rate structure will be eligible for a flat Integrated Non-Structural BMP Program credit of 10% of the stormwater fee, including CWI fees.

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BMP2:	On-Site Refuse Control Program
BMP3:	On-Site Stormwater System Maintenance and Cleaning Program
BMP4:	Paved Area Sweeping Program
BMP5:	Used Motor Oil Recycling Program
BMP6:	Sanitary Sewer/Storm Sewer Cross-Connection Inventory
BMP7:	Landscaping for Run-Off Rate Control and Water Quality
BMP8:	Storm Drain Stenciling Program
BMP9:	Designated Vehicle Washing Area

Upon receipt of completed Stormwater ~~Credit~~ credit Application, application approval, and satisfactory on-site inspection to insure that all criteria are being met, ~~Credit~~ credit will be applied. All requests will be reviewed on an individual basis with findings of the review transmitted back to the customer within ~~sixty-ninety~~ (60/90) days of receipt of a completed application. Integrated non-structural BMP credit must be renewed annually.

2.2.3.12.2.4.1 Educational Program

Nonresidential customers who wish to receive Fee ~~Credit~~ credit for educating employees in the area of water quality awareness and protection must agree to the following minimum standards:

- a. Devote fifteen minutes per quarter (or an hour annually) to educating employees about water quality awareness and protection. Additionally, provide basic stormwater management information to new employees. Organizations will be required to submit programs or agendas to the County for environmental education sessions that will include information concerning number of attendees, time(s), place(s), and topic(s) covered during each session along with confirmation that a 50% employee participation goal was met. Pre- and post-session surveys are recommended. Topics must rotate on at least an annual basis.
- b. Post stormwater and water quality-specific educational information obtained from the County, state/federal environmental agencies, or from any other reputable educational resource center in employee frequented areas. Information posted must be clearly visible. Information topics must rotate on at least an annual basis. Copies of posted materials must be provided to the County.
- c. Distribute stormwater and water quality-specific literature obtained from the County, state/federal environmental agencies, or any other reputable educational resource center to all employees on a quarterly basis and provide copies to the County with the annual self-report. Literature topics must rotate on at least an annual basis.
- d. All materials to be used in presentations should be reviewed/approved by the Stormwater Utility Manager or his designee ~~County or representative~~ before use in this program.

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Nonresidential customers who wish to receive Fee ~~Credit~~ credit for educating the County regional customer base in the area of water quality awareness and protection must agree to meet the following minimum standards:

- a. Disseminate stormwater and water quality-specific information obtained from the County, state/federal environmental agencies, or any other reputable educational resource center to customers on a quarterly basis using high traffic area kiosks, advertised special events, customer mailings, product label advertisements, public service announcements, ads, educational mailings, or other mass distribution techniques. Information topics must rotate on at least an annual basis. Copies of disseminated materials must be provided to the County along with estimates of the number of customers reached in each annual self-report.
- b. All materials to be used in presentations should be reviewed/approved by the ~~County or representative~~ Stormwater Utility Manager or his designee before use in this program.

2.2.4.2 ~~2.2.3.2~~ — On-Site Refuse Control Program

In order to receive ~~Credit~~ credit for the On-Site Refuse Control Program, the following minimum criteria must be satisfied:

- a. Identify or develop the organization's on-site refuse control plan and submit a copy to the County.
- b. Initiate and maintain a solid waste recycling program that meets the County's minimum recycling requirements.
- c. Keep refuse containers covered to eliminate exposure to wind, rain, and snow and where possible, place refuse containers in areas that do not drain to storm sewers.

2.2.4.3 ~~2.2.3.3~~ — On-Site Stormwater System Maintenance and Cleaning Program

In order to receive ~~Credit~~ credit for the On-Site Stormwater System Maintenance and Cleaning Program, a detailed management plan for maintaining on-site (nonpublic right-of-way) stormwater structures must be submitted along with documentation that the planned activities were completed. At a minimum, the management plan must address the following structures, where applicable:

- a. Building rain gutters/downspouts – must be directed to vegetated areas wherever possible and cleaned at least annually.
- b. Catch basins – must be cleaned of litter, debris, and sediment at least once per year.
- c. Stormwater outfalls to private ditches, ravines, or creeks on private land must be cleaned at least once per year.
- d. On-site drainage ditches or channels must be cleaned of any litter and debris and obstructive vegetation should be trimmed at least once per year.

2.2.4.4 ~~2.2.3.4~~ — Paved Area Sweeping Program

In order to receive ~~Credit~~ credit for the Paved Area Sweeping Program, the following minimum criteria must be satisfied:

- a. Submit a detailed paved area sweeping plan to include definition of areas to be swept, frequency of sweeping (a minimum of twice per month), debris disposal method, and type of sweeper used.
- b. Provide documentation of plan implementation, such as copies of paid invoices or employee timesheets, or a certification of work accomplished prepared and signed by an officer of the company.

2.2.4.5 ~~2.2.3.5~~ — Used Motor Oil Recycling Program

In order to receive ~~Credit~~ credit for the Used Motor Oil Recycling Program, the following minimum criteria must be satisfied:

- a. Provide documentation to confirm disposal of used motor oil at used oil recycling sites (i.e., waste oil generated on-site by the property owner).
- b. Display the County's current list of used oil recycling sites in clearly visible and publicly frequented locations.

2.2.4.6 ~~2.2.3.6~~ — Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program

In order to receive ~~Credit~~ credit for the Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program, the following minimum criteria must be satisfied:

- a. Conduct a visual building and grounds survey to identify and inventory the locations of all sanitary and storm sewer connection points.
- b. Provide building and site plans to the County that document the locations of all sanitary sewer and storm sewer connection points and sanitary and storm sewer line locations on a parcel of property.
- c. If instances are found where sanitary sewage plumbing is connected to a storm sewer, the cross connection must be eliminated within thirty (30) days.
- d. If any discharges are in question, the owner should contact the County to determine if elimination for the discharge is required.

2.2.4.7 ~~2.2.3.7~~ — Landscaping for Run-Off Rate Control and Water Quality Program

In order to receive ~~Credit~~ credit for the Landscaping and Run-Off Rate Control and Water Quality Program, the following minimum criteria must be satisfied:

- a. Develop a landscape maintenance plan for properties with landscaped areas, utilizing lawn and garden practices that reduce stormwater run-off rates and protect water quality, including, but not limited to, the following recommended practices:

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- i. Unless otherwise indicated by current soil tests, use phosphorus free fertilizer.
- ii. Apply all yard and garden chemicals sparingly, using the correct rates and recommended times, and not before a rainstorm.
- iii. Direct sprinklers to vegetated areas and not overlap onto impervious surfaces.
- iv. Where turf is considered necessary, maintain it by mowing grass to a height of 2-3". If necessary, seed in the spring and fall, and aerate and de-thatch in the fall. Leave grass clippings on the lawn as a natural fertilizer.
- v. Select hardy plants most suited to this climate and, where possible, reduce the amount of maintained turf and increase naturalized areas.
- vi. Mulch flowerbeds, shrubs and trees to retain water on-site.
- vii. Keep lawn and garden chemicals, garden debris, lawn clippings, and leaves off hard surfaces.

If appropriate to site conditions, the following practices are also recommended:

- viii. Landscapes should be designed to eliminate or at least minimize directly-connected impervious areas.
 - ix. Maintain a 15' to 25' filter strip of tall grass or plantings along water bodies.
 - x. Plant rain gardens in depressions that otherwise have standing water or to receive roof run-off.
- b. Provide a copy of the landscape management plan to the County along with documentation of employee training for landscape management or landscape contracts that include the above provisions.

~~**2.2.1.1 Nonresidential customers that provide services above and beyond the basic Landscape Program described above may be eligible for additional Credit. The County will evaluate requests for additional Credit on a case-by-case basis.**~~

~~2.2.4.8 2.2.3.8~~ Storm Drain Stenciling Program

In order to receive Credit credit for the Storm Drain Stenciling Program, the following minimum criteria must be satisfied:

- a. The County will provide suggestions to any owner/group interested in providing the labor.
- b. Post decals or stencil all storm drain inlets with information identifying that it drains to a local water resource. For example, "drains to river" or "drains to creek".
- c. Provide the County with number and location of storm drains on subject parcel.
- d. Provide the County with plan for maintaining stencils/decals.

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~~2.2.4.9~~ ~~2.2.3.9~~ **Designated Vehicle Washing Area**

In order to receive ~~Credit~~ credit for the Designated Vehicle Washing Area, the following minimum criteria must be satisfied:

- a. Provide area for vehicles to be washed away from stormwater drains and water resources.
- b. Use environmentally sensitive cleaning materials.
- c. Post location of vehicle washing area.
- d. Provide the County with plan for location of vehicle washing area.

2.2.5 Other BMPs

~~Nonresidential customers that implement BMPs or provide services above and beyond the basic Landscape Program~~ structural or non-structural BMPs ~~described above may be eligible for additional~~ credit. Examples of BMPs creditable at a higher level include: structural control measures that effectively receive and treat runoff from other properties, educational activities well in excess of the required minimums (described below), more than six non-structural BMPs, or a combination of structural and non-structural BMPs benefitting the same property or region.

~~The County will evaluate requests for additional~~ credit on a case-by-case basis. The duration of the Credit will depend on the specific BMP and be as determined by the Stormwater Utility Manager perpetual until such time that the property owner fails to demonstrate adequate BMP performance.

~~2.2.6~~ ~~2.2.4~~ **Option 2- NPDES Industrial Stormwater Permit** ~~Credit~~ Credit

The South Carolina Department of Health and Environmental Control, on behalf of the USEPA, requires certain types of industry to obtain and comply with an NPDES Industrial Stormwater Permit to manage and monitor stormwater runoff from industrial sites. When an NPDES Stormwater Permit issued to a nonresidential customer requires the specified industry to conduct water quality monitoring, they may be eligible for a ~~maximum of an additional 105% Credit credit on the impervious area component of the permitted property's fee⁴, including the CWI portion of the fee, if:~~

- a. Water quality testing results are consistently at least 10% below their permit required discharge limits during each sampling event,
- b. Copies of the water quality test results are provided to the County, and
- c. Industry is in compliance with all permit requirements.

⁴ ~~This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will with that of the County. Jurisdictions that have not adopted a revised rate structure will be eligible for a flat NPDES Industrial Stormwater Permit credit of 5% of the stormwater fee, including CWI fees.~~

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Credit must be renewed every five (5) years.

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~~2.2.5 Option 3. Other Non-Structural BMP Credit~~

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~~Nonresidential customers seeking a credit may request unique opportunities or approaches to improving water quality. For instance, a nonresidential customer may also be an NPDES MS4 permittee that must implement a Stormwater Pollution Prevention Program for its facility. Another example might be a retail outlet that provides "Park and Ride" space to encourage use of the transit system, thereby minimizing the growth of impervious area by reducing the need for additional parking lots and travel lanes on roadways. The County will review and evaluate these types of unique requests on a case-by-case basis to determine the Credit value for a site to which the BMP is being applied. Maximum Credit for this category is 5%.~~

~~2.2.6.2.7 Option 4. Education Credit Credit~~

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Those schools, public or private, wishing to receive Fee ~~Credit~~ credit for educating students and employees in the area of water quality awareness and protection must agree to the following minimum standards:

- a. Devote two hours per half (four hours annually) to educating one grade level of students (or split between two grade levels) about water quality awareness and protection. Educational institutions will be required to submit programs or agendas to the County for environmental education sessions that will include information concerning number of attendees, time(s), place(s), and topic(s) covered during each session. The County will assist with providing materials for the education program. Pre- and post-session surveys are recommended. Topics must rotate on at least an annual basis, or become part of the curriculum for the same grade level each year.
- b. Devote fifteen minutes per quarter (or an hour annually) to educating employees about water quality awareness and protection. Additionally, provide basic stormwater management information to new employees. Topics must rotate on at least an annual basis.
- c. Post stormwater and water quality-specific educational information obtained from the County, state/federal environmental agencies, or from any other reputable educational resource center student and employee frequented areas. Information posted must be clearly visible. Topics must rotate on at least an annual basis. Provide copies of posted materials to the County.
- d. Distribute stormwater and water quality-specific literature obtained from the County, state/federal environmental agencies, or any other reputable educational resource center to target students and all employees on an annual basis and provide copies to the County with the annual self-report. Topics must rotate on at least an annual basis.

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Maximum credit for this category is 5%. Credit for this category is applied as 30% off the impervious area component of the fee, including the CWI portion of the fee, for the property(ies) where educational activities take place.⁵ Credit must be renewed annually.

2.2.7 Option 5. Stormwater Peak Control Structural BMP Credit

BMPs identified in the BMP Manual will be eligible for a maximum Fee Credit of 10% if flows generated on-site and from upstream areas greater than 0.5 sq mi are directed through the BMP or are controlled in accordance with the 25-year, 24-hour storm event. If all flows generated on site are not directed through the BMP in accordance with Appendix A, the maximum fee credit of 10% will be prorated and reduced, reflective of the percentage of the flow generating area not being treated. This Credit will be based upon hydrologic data, water quality data, design specifications, and other pertinent data supplied by qualified, licensed professionals on behalf of property owners. Credits for on-site stormwater facilities shall be generally proportional to the benefit that such systems have on complementing or enhancing the water quality benefit to the County's stormwater management system. In order to receive Credit reduction as applied to the Fee calculation equation, property access, adequate and routine facility maintenance, and self-reporting must be provided by the property owner to the County to verify that the BMP structure is providing its intended benefit. The actual percentage received will be determined through an evaluation of the system benefits provided at the time stormwater leaves the customer's property. BMPs may provide a single benefit or a combination of benefits, in which case credits will be additive.

The percentage of Credit will be calculated using the equation shown in the Credit application (see Appendix A), with a maximum Credit of 10%. The property owner must complete and submit data that quantifies and demonstrates the achievement of water quality goals. This documentation must be prepared by a qualified, licensed professional engineer and be accompanied by one or combination of the following: testing, modeling, design, and/or construction data that substantiates the hydrologic peak flow reduction requirements obtained from the BMP Manual.

In order to receive Credit reduction as applied to the Fee calculation equation, property access, adequate and routine facility maintenance and self-reporting must be provided by the property owner to the County to verify that the BMP structure is providing its intended benefit

2.2.8 Option 6. Stormwater Volume Control Credit

Stormwater volume control can be achieved through infiltration, evapotranspiration and reuse.

⁵ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will with that of the County. Jurisdictions that have not adopted a revised rate structure will be eligible for a flat Education credit of 5% of the stormwater fee, including CWI fees.

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~~If flows generated on site and from upstream areas greater than 0.5 sq. mi. are directed through the BMP or are controlled with on site vegetated open spaces, then a site is eligible for up to a maximum of 25% Credit using the equations presented in Appendix A and are based on retaining a 1.95 inch/24 hour storm event. Credits for stormwater volume controls will be based upon hydrologic data, water quantity data, design specifications, and current BMP manual credits supplied by qualified, licensed professional engineers on behalf of property owners.~~

~~Nonresidential customers and private property POAs may receive credits for runoff volume reduction best management practices (BMPs) that provide water quality enhancement. The County currently incurs operation and maintenance and capital costs associated with water quality components of the County's stormwater system that needs to be upgraded. Nonresidential customers and private property POAs provide the County with cost savings by constructing new or retrofitting existing stormwater facilities to improve the quality of the County's receiving streams. Customers who apply for credits must provide supporting documentation that their existing or proposed facilities are properly designed to provide volume reduction as outlined in the BMP manual, current edition. Runoff volume reduction BMPs that are eligible for credits include, but are not limited to the following:~~

- ~~• Rooftop practices such as green roofs, evaporative cooling on flat roofs~~
- ~~• Pervious pavement,~~
- ~~• Runoff capture and use for irrigation,~~
- ~~• Disconnection of impervious areas,~~
- ~~• Bioretention, rain gardens and other devices and~~
- ~~• Swales for runoff from highways and roadways.~~

2.2.8 Inundated Property Credit

All along the coast, there are deeded parcels of land that have, since the time of their establishment, become inundated and have (in whole or in part) ceased to be functional properties. The County keeps these properties on the tax roll but does not levy a tax on the inundated portion of these properties as they have no value (at present). Because they exist as tax parcels, their stormwater fee is calculated using the same three-component structure, so the resulting fee includes fixed, gross area, and impervious area elements. In the case of entirely inundated properties, impervious area is nonexistent, so the fee in effect only includes the other two components. Given the circumstances of these properties, it is appropriate to exempt the inundated portion from the gross area component of the charge. Even properties that are entirely inundated will still be charged for the fixed portion, which covers administration of the utility. This reflects the fact that utility costs are not entirely negated by the property being inundated. Rather, that property still has to be considered with all others extant land parcels as far as how fees are administered.

Deeded parcels of land that are categorized by the County Assessor's office as marginal water will receive a 100% credit on the gross area component of their stormwater fee, including

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the CWI fee, for the proportion of the property that is inundated.⁶ Credit will be granted in perpetuity, until a point in time when the characteristics of the land change.

2.2.9 Permanently Undevelopable Land Credit

Maintaining lands in a permanently undevelopable state reduces the County's burden to maintain infrastructure and policies intended to preserve ~~promote~~ future developability. As such, land in this state is entitled to a fee credit. ~~Saltwater m~~Marshlands that will remain in that state fall under this category of permanently undevelopable land, as do portion of properties with a conservation easement requiring no development. The credit for these areas is 100% on the gross area component of the charge, including the CWI portion of the fee, ~~for the portion of the property included.~~⁷

To qualify for this credit, a customer must submit documentation of their intention to retain a property's undeveloped state, such as a conservation easement or notification of saltwater marshland status documented by the County Assessor. Credit will be granted in perpetuity, until a point in time when the characteristics of the land change.

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⁶ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will with that of the County. Jurisdictions that have not adopted a revised rate structure will be eligible for an Inundated Property credit of up to 100% of the stormwater fee, including CWI fees, proportional to the percent of property that is inundated.

⁷ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will with that of the County. Jurisdictions that have not adopted a revised rate structure will be eligible for a Permanently Undevelopable Land credit of up to 100% of the stormwater fee, including CWI fees, proportional to the percent of property that is deemed permanently undevelopable.

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2.2.10 Summary

The following table summarizes the available credit types, durations, and calculations. Within any jurisdiction that has adopted a fixed charge, impervious area, gross area rate structure, these credits extend to the CWI portion of any ratepayers fee automatically.

	Application Required	Credit Duration	Credit Amount	Credited Fee Component
Structural BMP Credit	YES	ONGOING	50% ¹	IMPERVIOUS AREA
Integrated Non-Structural BMP Program Credit	YES	ONE YEAR	25%	IMPERVIOUS AREA
Other BMPs	YES	VARIABLE/ONGOING	VARIABLE	IMPERVIOUS AREA
NPDES Industrial Stormwater Permit Credit	YES	FIVE YEARS	10%	IMPERVIOUS AREA
Education Credit	YES	ONE YEAR	30%	IMPERVIOUS AREA
Inundated Property Credit	NO	ONGOING	100%	GROSS AREA INUNDATED
Permanently Undevelopable Land Credit	YES	ONGOING	100%	GROSS AREA UNDEVELOPABLE

¹ FOR POROUS PAVEMENT AS A BMP, THIS PERCENTAGE IS THE PERCENTAGE OF IMPERVIOUS AREA THAT IS THE POROUS PAVEMENT.

2.2.12.2.11 Fee Credit Calculation - Example 1

As an example of how a Fee credit would be applied to a POA that is responsible for stormwater management facilities and provides additional non-structural BMPs within its community, BMPs may provide a single benefit or a combination of benefits, in which case credits will be additive. The credit options have a maximum additive credit capacity of 50%. As an example of how a Fee Credit would be applied to a new request, imagine a parcel that receives the following Credits:

1. Integrated Non-Structural BMP Credit	50%	off impervious area component of fee (max 10%)
2. NPDES Industrial Stormwater Permit Credit	2%	(max 5%)
3. Other Non-Structural BMP Credit	125%	off impervious area component of fee (max 5%)
4. Education Credit	0%	(max 5%)
5. Stormwater Quality Control Structural BMP Credit	8%	(max 10%)
6. Stormwater Volume Control Credit	24%	(max 35%)
Total		75% off impervious area component of fee

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OPTIONS 1-6 CREDIT SUBMITAL 43% (max 50%)

To determine the example fee, assume the parcel has 30,500 square feet of impervious area on 2 acres of land. The baseline fee and credit calculations would be as follows:

Fee =

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area	\$10.00	1	\$10.00		\$10.00
Impervious Area	\$65.00	7 [#]	\$455.00	75%	\$113.75
			\$477.00		\$135.75

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Impervious area calculated as 30,500 sq.ft. / 4,906 sq.ft. per SFU = 6.21 SFU, rounded up to 7 SFU.

For the original fee, the fixed charge in the County is \$12, the gross area charge is \$10 per equivalent unit (2 acres is unit), and the impervious area charge is \$65 per 4,906 square feet or a portion thereof. Thus, the original fee is \$477.00.

The credit is applied to the impervious area portion of the charge, resulting in a final fee of \$135.75.

$$\frac{(\text{impervious area in sq./ft.}) \times (\text{Rate})}{\text{SFU sq. ft.}}$$

$$\text{Fee} = \frac{(30,500)(\$50.00/\text{SFU}/\text{year})}{4,900 \text{ sq. ft. (SFU)}} = \$311.22/\text{year}$$

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Assuming documentation has been provided to prove that all the Program criteria described in the Manual have been and continue to be met, this example customer would receive a 43% Credit adjustment, changing the equation to:

$$\text{Fee} = \frac{(30,500)(\$50.00/\text{SFU}/\text{year})(1-0.43)}{4,900 \text{ sq. ft. (SFU)}} = \$177.40/\text{year}$$

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This is a savings of \$133.82 per year, for each year the Program criteria are met.

2.2.12 2.2.10 Fee-Credit credit Calculation - Example 2

As an example of how a Fee-Credit would be applied to a POA that is responsible for Consider a property of 30 acres with one Tier 2 single family home and for on which 25 acres are placed under a conservation easement rendering them perpetually undevelopable. This would proportionally reduce the gross area component of the charge as follows: stormwater management facilities within the service area for which the POA has responsibility, a general

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development that exists in Beaufort County has been selected and contains the following characteristics:

Residential SFUs 250

Nonresidential SFUS 550

All stormwater facilities contained in the development are the responsibility of the POA from the point at which runoff leaves privately owned parcels until the discharge enters the County system, including onsite detention/retention pond with capacity for volume control reuse.

Assuming BMP calculation indicates that peak flow is controlled for 95% of site times 10% = 9.5%

Assuming volume control, achieves 10% EIC for site and no upstream drainage.

Credit = 35%

Therefore, total credit calculation is as follows:

- | | | | |
|----|--|------|-----------|
| 1. | Integrated Non Structural BMP Credit | 10% | (max 10%) |
| 2. | NPDES Industrial Stormwater Permit Credit | 0% | (max 5%) |
| 3. | Other Non Structural BMP Credit | 2.5% | (max 5%) |
| 4. | Education Credit | 0% | (max 5%) |
| 5. | Stormwater Quality Control Structural BMP Credit | 9.5% | (max 10%) |
| 6. | Stormwater Volume Control Credit | 35% | (max 35%) |

OPTIONS 1-6 CREDIT SUBMITAL 54.5% (max 50%)

To determine the example for credit returned to the POA, the calculation would be as follows:

Residential SFU charge = 250 SFU x \$50.00/SFU/year = \$12,500

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~~Nonresidential SFU charge = 550 SFU x \$50.00/SFU/year = \$27,500~~

~~Total Fee Owed \$40,000/yr~~

Dollars returned to the POA equals

~~Credit % times fee paid~~

~~= 0.50% times \$40,000/yr = \$20,000/yr~~

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area*	\$10.00	13	\$130.00	83%	\$21.67
Impervious Area	\$65.00	1	\$65.00		\$65.00
			<u>\$207.00</u>		<u>\$98.67</u>

* Gross area determined by a declining block: \$10 for first 2 acres, then \$5 per acre up to 10 acres, then \$4 per acre up to 100 acres, and then \$3 per acre above 100 acres. In this example, \$10 + (\$5 x 8acres) + (\$4 x 20acres) = \$130.00

The original fee of \$207.00 is reduced to \$98.67 when the gross area component of the charge is reduced by 5/6 (or 83%).

2.2.13 Fee credit Calculation - Example 3

A POA represents a type of customer uniquely able to implement both structural and non-structural BMPs to achieve a greater beneficial impact to the stormwater impact. In the case of a POA property of 10 acres with 20,000 square feet of impervious area and a structural BMP, where six of the nine non-structural BMP requirements are satisfied, the credit is additive.

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area*	\$10.00	5	\$50.00		\$50.00
Impervious Area	\$65.00	5 [#]	\$325.00	75%	\$81.25
			<u>\$387.00</u>		<u>\$143.25</u>

~~2.2.2~~ * Gross area determined by a declining block: \$10 for first 2 acres, then \$5 per acre up to 10 acres, then \$4 per acre up to 100 acres, and then \$3 per acre above 100 acres. In this example, \$10 + (\$5 x 8acres) = \$50.00

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Impervious area calculated as 20,000 sq.ft. / 4,906 sq.ft. per SFU = 4.07 SFU, rounded up to 5 SFU.

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This POA property can reduce its overall fee from \$357.00 to \$143.25 with the approval of both types of credit.

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2.2.14 Fee credit Calculation - Example 4

A property that is both partially inundated (resulting in a gross area credit) and the holder of an NPDES Industrial Stormwater Permit would receive both credits in conjunction. The credit calculation would be as follows for a 20 acre property with 20,000 square feet of impervious area and where 10 acres are inundated:

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Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area*	\$10.00	9	\$90.00	50%	\$45.00
Impervious Area	\$65.00	5 [#]	\$325.00	10%	\$292.50
			\$427.00		\$349.50

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* Gross area determined by a declining block: \$10 for first 2 acres, then \$5 per acre up to 10 acres, then \$4 per acre up to 100 acres, and then \$3 per acre above 100 acres. In this example, \$10 + (\$5 x 8 acres) + (\$4 x 10 acres) = \$90.00

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Impervious area calculated as 20,000 sq.ft. / 4,906 sq.ft. per SFU = 4.07 SFU, rounded up to 5 SFU.

The resulting fee is reduced from \$427.00 to \$349.50 when the credits are combined.

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Since this is less than the non-residential SFU charge the full credit can be earned and non-residential parcel fees will be reduced to reflect a credit of \$20,000.

Section 3.0 Application Procedures

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A property owner seeking a Fee-Credit credit must comply with the procedures outlined in this Manual and must submit a Fee-Credit credit application (provided in Appendix A). It is recommended that a pre-application meeting with the Beaufort County Engineer/Stormwater Utility Manager Department be held. All information necessary for the Stormwater Utility Manager to make a determination must be supplied as outlined in the Manual and the-Credit credit application. Failure to comply with the procedures outlined in the Manual will result in a denial of the-Credit credit application.

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In cases requiring a hydrologic analysis, a qualified professional engineer registered in the State of South Carolina must prepare and certify the documentation provided to verify the hydrologic ~~benefit~~ circumstances.

~~4.0~~ **Section 4. Appeals**

~~4.1~~ **4.1 Process**

Any person disagreeing with the interpretation or application of a provision in this manual, or the related laws or ordinances pertaining to Stormwater Management in Beaufort County, may appeal in writing by using Stormwater Management Utility Petition to Appeal Form No. 53.

All appeals will be processed first through ~~Director of Public Works~~ Stormwater Utility Manager and then ~~the~~ Stormwater Management Fees and ~~Credit~~ credits Appeals Board, for a recommendation, and then to the Beaufort County, County Administrator for final decision.

Any person still aggrieved may appeal the County Administrators decision to a court of competent jurisdiction.

~~4.2~~ **4.2 Establishment of Stormwater Management Fees and Credit credits Appeals Board**

~~There is hereby established a The F-~~ Stormwater Management Fees and ~~Credit~~ credits Appeals Board exists for the purpose of advising the County Administrator on appeals to decisions rendered by the ~~Director of Public Works~~ Stormwater Utility Manager, or his designee, in the determination of the correct amount of impervious surface located on a person's property and the proper application of the adopted mathematical calculation to determine the required stormwater fee and/or any adjustments to that fee provided for in Section 2.1-2 of this manual.

The Board shall also advise the County Administrator on appeals to decisions rendered by the ~~Stormwater Utility Manager~~ Director of Public Works and the County Engineer on applications for User Fee ~~Credit~~ credits provided for in Section 2.2 of this manual.

The Board shall consist of three members (two primary and one designated third member) from the Stormwater Utility Board members who are appointed by County Council for two year terms. If the appeals board feels that they need technical support on a case the Utility will supply contracted technical support. On appeals involving fees in municipal jurisdictions, the ex-officio board member for that jurisdiction will be replacing the third board member.

~~Section 5. 5.0~~ **Enforcement Policy**

The County reserves the right to review the application for accuracy and/or inspect and review documentation confirming the provision of the BMPs at any time. If, after its review or inspection, the County finds the application to be inaccurate or the projected level of service is not being provided or continued, the customer will be notified in writing and given 45 days to correct the deficiency. The property owner must provide written documentation to the County

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~~Engineer~~Stormwater Utility Manager within 45 days of the original notice by the ~~County~~
~~Engineer~~Stormwater Utility Manager that the BMP is being provided or continued as agreed in
addition to such evidence as the ~~County~~ ~~Engineer~~Stormwater Utility Manager reasonably
requires showing that the deficiency has been corrected. If, in the opinion of the ~~County~~
~~Engineer~~Stormwater Utility Manager, the deficiency is not satisfactorily corrected, the Fee
~~Credit credit~~ attributable to the deficiency will be terminated on the following billing cycle and
will remain in effect for a minimum of 12 months. Reapplication for Fee ~~Credit credit~~ will not be
reviewed until the delinquent BMP has been adequately reinstated for three continuous months
and evidence of the corrections has been provided with the reapplication.

**Annual self-reports will be required every July 31st to document service provision for the
preceding calendar year. If the self-reports are incomplete or are not submitted to the County
by the required date, the property shall be considered to be in non-compliance with the
~~Credit credit~~ Program requirements. Non-compliant properties will lose the ~~Credit credit~~
benefit and the Fee ~~Credit credit~~ suspension will remain in effect for a minimum of 3 months
and will not be reinstated until the complete annual report is received with documentation
that the program is being implemented as intended.**

Once the ~~Credit credit~~ reduction has been canceled, a customer may not reapply for that
particular ~~Credit credit~~ for a period of 12 months and then only if the deficiency has been
corrected, as determined by the County inspection. It will be the responsibility of the customer
to prove the stormwater management goals are met prior to the ~~Credit credit~~ being reissued.

All structural water quality control systems that are not listed in the BMP Manual may require,
at the request of the County and at no cost to the County, periodic certified laboratory water
quality sampling and reporting to insure that the water quality standards are being met.

APPENDIX **ES A**

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Beaufort County Stormwater Management Department

Stormwater Credit Application

(Please Type or Print)

This application is for:

	<u>FIRST</u> <u>APPLICATION</u>	<u>RENEWAL</u> <u>APPLICATION</u> <u>(EXPIRED)</u>	<u>RENEWAL</u> <u>APPLICATION</u> <u>(SUSPENDED)</u>
<u>Structural BMP Credit</u>			
<u>Integrated Non-Structural BMP Program Credit</u>			
<u>Other BMPs</u>			
<u>NPDES Industrial Stormwater Permit Credit</u>			
<u>Education Credit</u>			
<u>Permanently Undevelopable Land Credit</u>			

If this is a first application, please address all questions and provide documentation that BMPs will be in place within 60 days of submitting this application. Existing BMPs will require proof of implementation, while new BMPs will require the submittal of implementation plans.

If this is a reapplication for renewed credit after a credit suspension, please complete Part I and provide information on BMPs listed in Part II that were suspended. Evidence that the deficiency resulting in the credit suspension was corrected for at least three months prior to reapplication must be attached to the reapplication.

Please provide specific responses to the following questions, using additional pages if necessary, to provide a complete and comprehensive application.

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PART I. GENERAL INFORMATION

1. Customer Contact Information:

Name/Title _____

Company _____

Address _____

Phone _____ E-mail _____

2. Property Parcel ID #(s): _____

3. Property Address/Description: _____

PART II. INDIVIDUAL CREDIT OPPORTUNITIES

Structural BMP Credit

1. Please attach the following items to show that the property meets the Fee Credit criteria. If applying for Credit for multiple BMPs, please attach additional required sheets.
 - a) Site Plan(s) showing:
 - Property location with parcel boundaries
 - Impervious areas (IA)
 - Description and location of BMP(s)
 - Topography and drainage boundaries for BMPs or open spaces and their associated % discharges
 - Documentation on stormwater reuse
 - Drainage discharge locations to off-site properties (natural and constructed)
 - b) BMP plans and design calculations, including
 - Total Site Area = _____ acres
 - Drainage Area (DA) to BMP = _____ acres
2. Summarize the key points of the site sensitivity analysis to describe potential down gradient impacts to surface or ground water from drainage captured on-site.
3. Provide documentation of steps taken during regular maintenance activities and the most recent inspection report, if applicable.
4. Provide an executed Stormwater BMP Maintenance Agreement to the County. The agreement form can be found in the Beaufort County Stormwater Best Management Practices (BMP) Manual, current edition.

Integrated Non-Structural BMP Program Credit

Please refer to Section 2.2.4 in the Credit Manual and provide the necessary background information and documentation to prove that the following programs are in place and functioning on a continuing basis. Documentation may include such things as contracts, invoices, operating procedures, plans, maps, etc. All of the following criteria must be met to receive the 25% Fee Credit for this category. If any of the criteria listed below do not pertain to your non-residential property, please write "does not apply" followed by a description explaining the exception. If a representative other than the one identified under Part I is overseeing this component of the credit program, please provide the following information:

Name/Title, Address, Phone #, and e-mail address of the person responsible for coordinating non-structural BMPs, along with the time of day the person may be reached:

Integrated Non-structural BMPs Selected:

<u>BMP</u>	<u>Description</u>	<u>YES</u>	<u>NO</u>
<u>1</u>	<u>Educational Program</u>		
<u>2</u>	<u>On-Site Refuse Control Program</u>		
<u>3</u>	<u>On-Site Stormwater System Maintenance and Cleaning Program</u>		
<u>4</u>	<u>Paved Area Sweeping Program</u>		
<u>5</u>	<u>Used Motor Oil Recycling Program</u>		
<u>6</u>	<u>Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program</u>		
<u>7</u>	<u>Landscaping for Run-Off Rate Control and Water Quality Program</u>		
<u>8</u>	<u>Storm Drain Stenciling Program</u>		
<u>9</u>	<u>Designated Vehicle Washing Area</u>		

NOTE: A minimum of 6 BMPs must be implemented to be eligible for integrated non-structural BMP credit

(BMP 1) Educational Program

1. Describe the audience(s) that will receive the water quality information, how the information will be selected and disseminated.

2. Describe where stormwater and water quality-specific educational information will be posted (provide picture if possible).

(BMP 2) On-Site Refuse Control Program

1. Identify where solid waste disposal and recycling information will be posted.

2. Describe your on-site recycling program (number of collection site, types and volumes of materials recycled each year, collection frequency, recycling destination, etc.)

3. Describe how outdoor solid waste and recycling containers are protected from exposure to wind, rain, and snow and connection to storm sewers.

4. Describe your refuse control plan.

(BMP 3) On-Site Stormwater System Maintenance and Cleaning Program

1. Using a site plan, identify the locations of stormwater management structures located on the property, but not in the public right-of-way.

2. Define the maintenance and cleaning schedule for each of the on-Site stormwater structures:
 - Rain gutters:

 - Catch basins:

 - Curbs and gutters:

 - Outfalls:

 - Other structures (describe):

(BMP 4) Paved Area Sweeping Program

1. Provide a site plan that identifies the paved area being swept, define the frequency (days and times) of paved area sweeping, and describe the type of equipment used to complete the sweeping.

2. If using a contracted firm to conduct sweeping, please indicate the contract information (company name, address, contact person, telephone number, contract number, contract length, and contract expiration date).

(BMP 5) Used Motor Oil Recycling Program

1. Is used motor oil reprocessed on-site? Yes [] No []

2. If it is not reprocessed on-site, identify the name of the company that collects and/or recycles your used motor oil. (Provide company name, address, contact person, telephone number, contract number, contract length, and contract expiration date.)

3. Indicate the amount of used motor oil collected on-site each month.

4. Indicate where Beaufort County's current list of used oil recycling sites will be displayed.

(BMP 6) Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program

1. Using a site plan, identify the locations of all sanitary and storm sewer connection points and sanitary and storm sewer line locations on the property.

2. If instances are found where sanitary sewage plumbing is connected to a storm sewer, identify what steps were taken to eliminate the cross connection and the date the work was completed.

(BMP 7) Landscaping for Run-Off Rate Control and Water Quality

1. Provide a copy of a landscape maintenance plan that identifies what lawn and garden practices are utilized to reduce stormwater run-off rates and protect water quality, using the practices recommended in the Credit Manual as a baseline.

2. Describe the employee landscape management training plan or provide contract and contact information for firms contracted to complete landscape maintenance using the provisions in the landscape maintenance plan.

(BMP 8) Storm Drain Stenciling Program

1. Provide a copy of the decal or stencil that will be used to mark storm drains.

2. Provide a plan showing location and number of storm drains to be labeled.

3. Provide a copy of storm drain stencil maintenance plan that identifies annual inspections and maintenance for decals/stencils.

(BMP 9) Designated Vehicle Washing Area

1. Provide a plan showing the location of the proposed vehicle washing area. Plan must indicate site topography and show any existing storm drains and water courses.

Other BMP Credit

1. Describe any additional structural or non-structural approaches to reduce runoff and improve water quality implemented by this customer, along with an assessment of its benefit to the County.

County staff will work with the customer to procure appropriate documentation.

NPDES Industrial Stormwater Permit Credit

1. Attach a copy of your NPDES Industrial Stormwater Permit.
2. Attach copies of water quality monitoring data with a comparison to the permit-required discharge limits.
3. Attach data that defines discharge volumes, rates, and frequency of discharges.
4. Describe how the permitted discharges are providing a positive impact and value that complements the County's stormwater management system goals and provide any supporting documentation.

Education Credit

1. Provide copies of programs or agendas for environmental education sessions. Include information on the number of attendees, time(s), place(s), and topics covered during each session.

2. Provide planned questions for pre and post education surveys.

3. Provide copies of educational materials used for employees on water quality awareness and protection.

4. Provide copies of water quality-specific educational materials that will be posted. Indicate where the material will be posted.

Permanently Undevelopable Land Credit

1. Provide a map prepared by a Licensed Land Surveyor of the property with permanently undevelopable lands shown clearly.
2. If this credit is sought for areas under conservation easement, provide a copy of the conservation easement.

The application packet should consist of the completed application form and a copy of all necessary documentation, including the applicable site plans that will allow for a complete review of the site and existing stormwater management BMPs. Incomplete applications will not be processed. Submit the application, plans, and calculations to:

Beaufort County Stormwater Management Department

Signature of Owner _____ Date

Signature of Licensed Professional Engineer
Providing Hydrologic Evaluation or Licensed
Professional Land Surveyor providing a property survey

_____ Date

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For Office Use Only

<u>Credit</u>	<u>Percent</u>	<u>Component of Fee</u>	<u>Eligible Proportion</u>	<u>Approved (Initial and date)</u>
<u>Structural BMP Credit*</u>	<u>50 %</u>	<u>Imp. Area</u>	<u>%</u>	
<u>Non Structural BMP Credit</u>	<u>25 %</u>	<u>Imp. Area</u>	<u>100 %</u>	
<u>Other BMPs</u>	<u>%</u>	<u>Imp. Area</u>	<u>100 %</u>	
<u>NPDES Industrial Stormwater Permit</u>	<u>10 %</u>	<u>Imp. Area</u>	<u>100 %</u>	
<u>Education Credit</u>	<u>30 %</u>	<u>Imp. Area</u>	<u>100 %</u>	
<u>Inundated Property Credit</u>	<u>100 %</u>	<u>Gross Area</u>	<u>%</u>	
<u>Permanently Undevelopable Land Credit</u>	<u>100 %</u>	<u>Gross Area</u>	<u>%</u>	

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*The eligible portion of impervious area to be credited will only be less than 100% if the credit is for pervious pavement. In this case, the eligible portion is the portion of the impervious area that is pervious pavement.

Total Impervious Credit %: _____

Total Gross Area Credit % _____

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**BEAUFORT COUNTY, SOUTH CAROLINA
STORMWATER MANAGEMENT UTILITY
RESIDENTIAL SWU FEE ADJUSTMENT**

DATE: _____

PARCEL I.D. #: _____

TYPE OF RESIDENTIAL UNIT (CHECK APPROPRIATE BOX):

Single Family Small (Tier 1) 0.5 SFU Apartment 0.39 SFU Apartment
 Average (Tier 2) 1.0 SFU Townhouse 0.60 SFU Townhouse
 Large (Tier 3) 1.5 SFU Mobile Home 0.36 SFU
 Condo 0.27 SFU

Parcel Size (based on GIS measurement): _____

REASON FOR SFU ADJUSTMENT:

Incorrect Residential Class
 Incorrect Gross area
 Apartment or multi-family complex is being billed more SFUs than the number of units in complex.
Number of SFUs being billed: _____
Number of Units in complex: _____
 Other, explain _____

APPLICANT'S SIGNATURE: _____

APPLICATION REVIEWED BY: _____

APPLICATION APPROVED: Yes No

COMMENTS: _____

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<u>BEAUFORT COUNTY, SOUTH CAROLINA STORMWATER MANAGEMENT UTILITY NONRESIDENTIAL SWU FEE ADJUSTMENT</u>	
<u>DATE:</u>	
<u>PROPERTY ADDRESS:</u>	
<u>PARCEL I.D. #:</u>	
<u>TYPE OF DEVELOPMENT:</u>	
<u>PARCEL GROSS AREA (acres):</u>	
<u>Billed Number of SFUs:</u>	
<u>REASON FOR SFU ADJUSTMENT:</u>	
<input type="checkbox"/> <u>CONDITION 1</u> <input type="checkbox"/> <u>CONDITION 2</u> <u>Incorrect amount of impervious area</u> <u>Incorrect gross area</u>	
<input type="checkbox"/> <u>CONDITION 3</u> <u>Gravel areas not used for regular vehicular traffic (ingress/egress or parking) included as impervious area on utility bill</u>	
<input type="checkbox"/> <u>Other, explain:</u>	
<u>If Condition 1 or 2 is checked, complete the following:</u>	<u>If Condition 3 is checked, complete the following:</u>
<u>Property Impervious Area</u> _____ (sq ft)	<u>Non-vehicular Gravel Area</u> _____ (sq ft)
<u>Revised Number of SFUs</u> _____	<u>Remaining Imp. Area</u> _____ (sq ft)
<u>Revised Parcel Gross Area</u> _____ (acres)	<u>Revised Number of SFUs</u> _____
<u>APPLICANT'S SIGNATURE:</u>	
<u>APPLICATION REVIEWED BY:</u> _____	<u>DATE:</u> _____
<u>APPLICATION APPROVED:</u> <input type="checkbox"/> <u>Yes</u> <input type="checkbox"/> <u>No</u>	
<u>CONDITIONS OF APPROVAL OR REASON FOR DENIAL AND COMMENTS:</u>	

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BEAUFORT COUNTY, SOUTH CAROLINA
STORMWATER MANAGEMENT UTILITY
PETITION TO APPEAL SWU FEE

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DATE: _____

COMPLAINANT: _____

COMPLAINANT'S ADDRESS: _____

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PARCEL I.D. NUMBER: _____

PARCEL'S ADDRESS: _____

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TYPE OF DEVELOPMENT (Check one) Residential Non-residential

Reason for Appeal (State where a County ruling, interpretation, or order is erroneous and attach a copy of said ruling, interpretation or order from the County, or specify County provision or applicable County Code exemption):

The Appeal has been reviewed by the Beaufort County Stormwater Appeals Board on _____, 20____. On this date, The Stormwater Appeals Board

APPROVED DENIED

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the requested appeal. Comments or conditions:

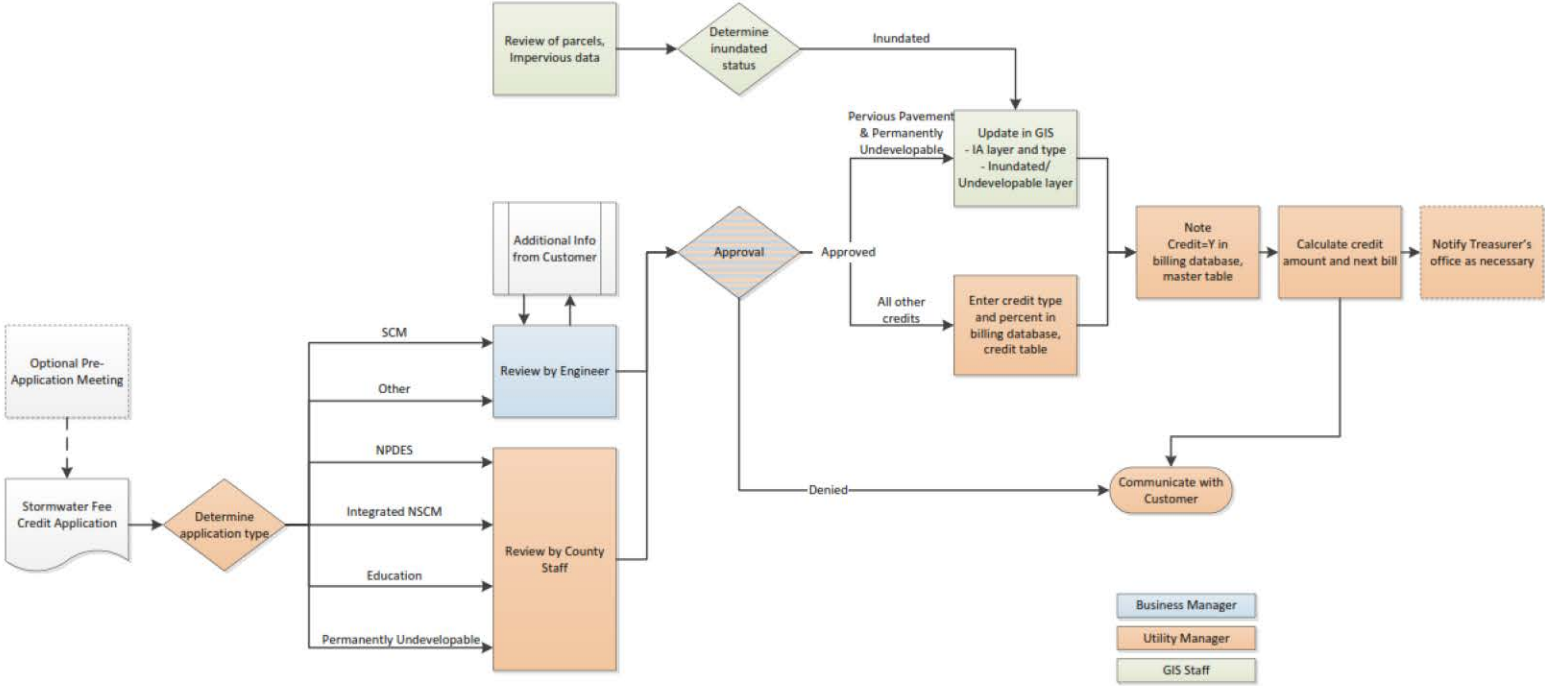
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Beaufort County Stormwater Utility
 Credit Processing Workflow



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STORMWATER ADJUSTMENT AND CREDIT MANUAL BEAUFORT COUNTY, SOUTH CAROLINA

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Section 1. Introduction

Beaufort County established a Stormwater Management Utility on September 10, 2001. The utility provides the County with the authorization to establish and collect just and equitable rates, fees, and charges for the services and facilities provided by the utility system. The County is further authorized by the South Carolina Statutes to construct, reconstruct, improve, and extend the Stormwater Management system.

The County's Stormwater Management Utility establishes a mechanism for billing the costs of operating and maintaining the County's stormwater management system, and financing the necessary repairs, replacements, improvements, and extensions. The County's ordinance provides the mechanisms for billing and payment, accounting for capital contributions, and establishing the Stormwater Utility Fund. This Adjustment and Credit Manual outlines the guidelines under which the County will grant adjustments and credits to stormwater user fees.

1.1 Credit Program Goals

The County is not required to develop or employ a stormwater credit program. Doing so is a business decision intended to improve the County's relationship with its customers, allow the County to nimbly address changing circumstances on the ground, and incentivize or reward activities or measures that, in turn, reduce the County's costs to provide stormwater management services. It is not the intent of this program to reduce fees based on a ratepayer's ability to pay, or to treat any particular class of customer differently other than based on rate metrics.

The County holds a National Pollutant Discharge Elimination System (NPDES) municipal separate storm system (MS4) permit, which will require certain control measures to improve the quality of water leaving the County and entering receiving water bodies. The permit requires some measures, such as public education, that can be at least partially supported through external activities and provide a non-structural way for utility customers to decrease the program's costs by providing a relevant service independently and reducing the need for the County to do so. For these reasons, the credit program aligns stormwater management related costs and the extent to which those costs can be reduced, to the reduced fees passed on to some customers that are driving down the demand for service.

1.2 Nexus with Revised Rate Structure

In 2015, the County completed a rate study that included a recommended revised rate structure. Unincorporated Beaufort County adopted this new structure. The County's revised rate structure is built upon three elements of cost recovery. First, there is a fixed fee component that includes County costs related mostly to stormwater utility business operations and some services (like outreach and water quality monitoring) that are related more to the number of utility customers than the characteristics of those customers or their properties. In addition to the fixed fee, other costs are recovered through variable charges for both a property's impervious area and a property's gross area. Costs are split between these two factors approximately 80% and 20% respectively, a division determined in the rate structure analysis to

provide for the optimal blend of equitable cost allocability, reducing the impact of the rate structure change on sensitive customers, providing continuity with the previous rate structure, and ensuring appropriate cost recovery from undeveloped lands still greatly served through the County's stormwater service provision.

Given the three elements of the underlying rate structure, the County's credit policy can provide a nexus between reduction in costs and reduction in a customer's fee. That is, depending on the particular type of credit, it may be appropriate to reduce one or more component(s) of the fee to reflect the actual cost type and level. The recommended credit policy elements are in the following sections, and each references the component of the charge recommended to be eligible for reduction.

Users of this Credit Manual will find references to older rate structure based solely on the Single Family Detached Unit (SFU) billable unit. These are included for the benefit of the jurisdictions that have elected to continue with the older rate structure.

1.3 Definitions

The following definitions shall apply in the use of this Adjustment and credit Manual. Words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

ADJUSTMENT. The adjustment of the user fee assessed to a particular parcel based on the more detailed assessment of the impervious area on that parcel.

AGRICULTURAL USE EXEMPTION POLICY. Properties under agricultural use as defined by South Carolina State law are exempt from having their stormwater fees increase by ordinary rate increases or rate structure changes. Beaufort County complies with this policy and automatically identifies these properties and suppresses their stormwater fees as needed. No credit application or other efforts by property owners are required.

APPEAL. The process of filing a dispute with the fee determination, fee adjustment or fee credit as recognized by the County.

APPLICANT. Any person, or a duly designated representative applying for a permit or other type of county, federal, or state regulatory approval to proceed with a project.

AQUIFER. An underground formation, group of formations, or part of a formation that is permeable enough to transmit, store, or yield usable quantities of water.

AS-BUILT PLANS. The final plans amended to include all locations, dimensions, elevations, capacities, features and capabilities, as actually constructed and installed.

BEST MANAGEMENT PRACTICES (BMP), Manual for Stormwater Best Management Practices, Current Edition. County manual defining acceptable programs, technologies, processes, site layout techniques and criteria, operating methods, measures, or devices to maintain or restore pre-development hydrology with regard to rate, volume, quality, and duration of the water flow.

CHANNEL. A natural stream that conveys water. A ditch, or passageway, excavated to permit or accommodate the flow of water.

CLEARING. The removal of trees, brush, and other ground cover from all or a part of a tract of land, but shall not include mowing.

CONCENTRATED STORM RUNOFF. Surface runoff that converges and flows primarily through water conveyance features such as swales, gullies, waterways, channels, or storm sewers and which exceeds the maximum specified flow rates of filters or perimeter controls intended to produce or control sheet flow.

COUNCIL. The County Council of Beaufort County, South Carolina.

COUNTY. Beaufort County, South Carolina and its authorized agents.

CUSTOMER. The owner of any parcel that is receiving a stormwater utility fee from Beaufort County, South Carolina.

DETENTION or TO DETAIN. The prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of stormwater runoff into surface waters by providing temporary on-site storage.

DEVELOPMENT or DEVELOPMENT ACTIVITY. The alteration, construction, installation, demolition or removal of a structure, impervious surface, pipe, conduit, cable or line, above or below ground, or the clearing, scraping, grubbing, killing or otherwise removing the vegetation from a site; or adding, removing, exposing, excavating, leveling, grading, digging, burrowing, dumping, piling, dredging or otherwise significantly disturbing the soil, mud, sand or rock of a site.

DIRECTLY CONNECTED IMPERVIOUS AREAS. Those impervious areas which are directly connected to the County's drainage system by a ditch, storm sewer, channel, or other man-made device for the conveyance of stormwater runoff.

DISCHARGE. The flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

DITCH. An artificial waterway for the purpose of irrigation or for stormwater conveyance.

DRAINAGE SYSTEM. All facilities used for the movement of stormwater through and from a drainage area including, but not limited to, any and all of the following:

- conduits, pipes and culverts, including appurtenant features such as catch basins, inlets, manholes, and headwalls,
- channels, ditches, flumes, curbs, streets and other paved areas, and
- all watercourses, standing or flowing bodies of water, and wetlands.

While some such facilities may be isolated in a given storm event, all are interconnected in a given drainage system for a storm event exceeding a certain magnitude.

DWELLING UNIT. Any building or portion thereof designed or used exclusively as the residence or sleeping place of one or more families, but not including a tent, cabin, trailer or trailer coach, boarding or rooming house, or hotel.

EASEMENT. A grant by a property owner for a specified use of all or a specified portion of land to a person or the public at large.

EROSION. The wearing or washing away of soil by the action of water.

EQUIVALENT IMPERVIOUS COVER (EIC) – Metric that measures how effectively impervious surface runoff is reduced relative to pre-development pervious surface runoff.

EVAPOTRANSPIRATION – Retention of stormwater in a manner that allows for the runoff to return to atmosphere.

FACILITIES. Various drainage works that may include inlets, conduits, manholes, energy dissipation structures, channels, outlets, retention/detention basins, and other structural components.

FREEBOARD. The space from the top of an embankment to the highest water elevation expected for the largest design storm stored. The space is often required as a safety margin in a pond or detention basin.

FREQUENCY YEAR STORM. A rainfall event expressed as an exceedance probability with a specified chance of being equaled or exceeded in any given year, as follows:

One Year.....	100 percent
Two Year.....	50 percent
Ten Year.....	10 percent
Twenty-Five Year.....	4 percent
Fifty Year.....	2 percent
One-Hundred Year.....	1 percent

GROUNDWATER. Water below the surface of the ground, in known or defined natural channels, whether flowing or not.

GROSS AREA. The total area of a tax parcel as contained in the County’s geographic parcel data.

HYDROGRAPH. A graph of inflow and/or discharge versus time for a selected point in the drainage system.

IMPERVIOUS AREA. The surface area which has been compacted or covered with a layer of material so that it is resistant to infiltration by water, including semi-pervious surfaces such as compacted clay, most conventionally surfaced streets, roofs, sidewalks, parking lots, and other similar surfaces.

INSPECTOR. A person designated by the Stormwater Utility Manager who conducts the necessary inspection of stormwater related work to ensure conformance with the Approved Plan and the provisions of this chapter.

INTENSITY. The depth of accumulated rainfall per unit of time.

MAINTENANCE. The action taken to protect, preserve, or restore the as-built, functionality of any facility or system.

NONRESIDENTIAL DEVELOPED PROPERTY. A developed property that is not utilized for dwelling units with the County.

NOTICE. A written or printed communication conveying information or warning.

OPEN CHANNEL. An uncovered ditch, channel, or swale used to convey stormwater runoff.

OWNER. The person in whom the fee, ownership, dominion, or title of property (i.e., the proprietor) is vested. This term may also include a tenant, if chargeable under his lease for the maintenance of the property, and any agent of the owner or tenant including a developer.

PARCEL or PARCEL OF LAND. A tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person as of the effective date of the Stormwater Regulations.

PEAK RATE OF FLOW. The maximum rate of discharge resulting from a given storm event.

PERMITTEE. Any person who has been granted a permit to proceed with a project.

PERSON. Any individual, firm, corporation, governmental agency, business trust, estate, trust, partnership, association, two or more persons having a joint or common business interest, or any other legal entity.

POA (PROPERTY OWNER'S ASSOCIATION). The legally recognized, non-profit group or organization representing the interest of the property owners within a specified jurisdiction.

POST-DEVELOPMENT. The hydrologic and hydraulic condition of a project site immediately following completion of the development for which a permit has been approved.

PRE-DEVELOPMENT. The hydrologic and hydraulic condition of a project site immediately before development or construction begins.

PRIVATE. Property or facilities owned by individuals, firms, entities, corporations, and other organizations and not by local, state or federal governments.

PROFESSIONAL ENGINEER. A professional engineer licensed by the State of South Carolina, skilled in the practice of civil engineering and the engineer of record for the project under consideration.

PUBLIC. Property or facilities owned by local, state or federal governments.

RATE. Volume of water, or other material, per unit of time.

RECEIVING WATERS or WATER BODY. Any water body, watercourse, or wetland into which surface water flows.

RETENTION or TO RETAIN. The prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of stormwater runoff into surface waters by complete on-site storage.

REUSE – The retention of stormwater runoff to use for irrigation or other beneficial use.

SEDIMENT. Solid material, whether mineral or organic, that is in suspension, is being transported, or has been moved from its place of origin by water.

SINGLE FAMILY DETACHED UNIT (SFU). The statistical average estimated to be 4,906 square feet of impervious area for each single family detached residential dwelling unit within the County and as established by Ordinance.

SITE. Any tract, lot, or parcel of land or contiguous combination of tracts, lots, or parcels of land that is in one ownership, or contiguous and in diverse ownership, where development is to be performed as part of a unit, subdivision, or project.

SOUTH CAROLINA STORMWATER MANAGEMENT AND SEDIMENT CONTROL HANDBOOK. This handbook includes all existing South Carolina stormwater management regulations required for individuals to submit a stormwater management and sediment reduction permit application to the Department of Health and Environmental Control (SCDHEC).

STORM EVENT. A storm of a specific duration, intensity, and frequency.

STORMWATER OR RUNOFF. Refers to the flow of water which results from, and which occurs during and following a rainfall event.

STORMWATER MANAGEMENT FEES AND CREDIT APPEALS BOARD. The Stormwater Management Fees and credit Appeal Board will advise the County Administrator on appeals to decisions rendered by the Stormwater Utility Manager and will consist of three members.

STORMWATER DESIGN STANDARDS. The design standards presented in the Stormwater Regulations, and such other standards that may be adopted by the County from time to time.

STORMWATER MANAGEMENT SYSTEM OR FACILITIES. Refers to the existing, designed, and/or constructed features which collect, convey, channel, store, inhibit, or divert the movement of stormwater.

STORMWATER MANAGEMENT PLAN. The technical and policy manuals, plans, regulations and/or calculations, and any subsequent updates or amendments thereto, used by the Stormwater Utility Manager to administer the stormwater regulations.

STORMWATER UTILITY MANAGER. Person responsible for daily operations of the Beaufort County Stormwater Management Utility and reporting to the County Administrator.

STRUCTURE. Anything constructed or installed with a fixed location on or in the ground.

SWALE. An artificial or natural waterway which may contain contiguous areas of standing or flowing water following a rainfall event. A swale may be planted with or otherwise contain vegetation suitable for soil stabilization, stormwater re-treatment, and/or nutrient uptake; or may be designed to accommodate or account for soil erodibility, soil percolation, slope, slope length, and contributing area, so as to prevent erosion and reduce the pollutant concentration of any discharge.

UTILITY. The stormwater management utility provided for in Chapter 99 of Beaufort Code of Ordinances.

VACANT LAND. A lot or parcel of land that is without any building, structure or improvement, including impervious surfaces, but does not include recreation, green or open space created around private or public facilities nor parcels connected or contiguous thereto for the same or similar uses.

WATER BODY. Any natural or artificial pond, lake, reservoir, or other area that ordinarily or intermittently contains water, and which has a discernible shoreline.

WATERCOURSE. Any natural or artificial stream, creek, channel, ditch, canal, waterway, gully, ravine, or wash in which water flows either continuously or intermittently, and which has a definite channel, bed, or banks.

WATER QUALITY. Those characteristics of stormwater runoff from a land disturbing activity that relate to the physical, chemical, biological or radiological integrity of water.

WATER QUANTITY. Those characteristics of stormwater runoff that relate to the rate and volume of the stormwater runoff to downstream areas resulting from land disturbing activities.

WET DETENTION. A detention basin that contains a permanent pool of water that will retain runoff for a minimum period of 14 days for an average summer rainfall, and which has a littoral zone over a substantial portion of the pond surface area.

WETLAND. An area that is inundated or saturated by surface or groundwater with a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

WORKS. All artificial, manmade structures, including, but not limited to, canals, ditches, swales, conduits, channels, culverts, pipes, and other construction that connects to, draws water from, drains water into, or is placed in or across the waters of the state.

Section 2. User Fee Adjustment and Credits

The following procedures address both adjustments and credits for Stormwater user fees. The County grants user fee adjustments when customers identify incorrect information contained in the County's billing database. Adjustments typically occur when the County has incorrectly delineated the impervious area within a nonresidential property, or when residential customers are assigned an incorrect stormwater billing unit.

User Fee credits are associated with the construction, operation, and maintenance of privately owned stormwater facilities that provide beneficial use to the County in meeting the objectives for the Utility set by County Council. Both residential and nonresidential customers can qualify for user fee adjustments; whereas only nonresidential customers and other stormwater facility operators such as Property Owner's Associations (POAs) qualify for user fee credits. **Appendix A** contains Stormwater Management Utility Forms that are used as part of the adjustment and credit policy.

The Stormwater Utility Manager, or his designee, will review adjustment and credit requests made during the first fiscal year that the revised stormwater user fee is imposed and when customers implement a change to their existing stormwater facility. These requests will be reviewed within a 3-month period from the date of filing of the request.

2.1 User Fee Adjustments

Requests for adjustment of the stormwater user fee shall be submitted through the Stormwater Utility Manager's office, which has authority to administer the procedures and standards, and review criteria for the adjustment of fees as established herein. All requests shall be judged on the basis of site characteristics.

The following procedures shall apply to all adjustment requests of the stormwater user fee:

- Any residential property owner who believes the impervious area or gross area components of his stormwater user fee to be incorrect may submit an adjustment request on a form supplied by the Stormwater Utility Manager, or his designee. Stormwater Management Utility Residential SWU Fee Adjustment Form is for residential fee adjustments.
- Any nonresidential property owner who believes the impervious area or gross area components of his stormwater user fee to be incorrect may submit an adjustment request on a form supplied by the Stormwater Utility Manager, or his designee. Stormwater Management Utility Non-Residential SWU Fee Adjustment Form is for nonresidential fee adjustments.
- The first step in the adjustment process will be a review of the County's calculation of the impervious and gross area. If resolution is not achieved, the County may request the customer to provide supplemental information to the Stormwater Utility Manager including, but not limited to, survey data prepared by a registered Professional Land Surveyor (P.L.S.) that represents the amount of impervious area on a parcel and/or engineering reports

prepared by registered Professional Engineer (P.E.). Failure to provide such information may result in the denial of the adjustment request.

- The Stormwater Utility Manager shall respond in writing to all adjustment requests. The response shall provide an explanation of adjustment approval or denial as well as requests for additional information.

Adjustment denials may be appealed to the Stormwater Management Fees and Credits Appeals Board as presented in Section 4.

2.1.1 Additional Stormwater Adjustments

In addition to the requirements presented above, adjustments may also be given when an owner meets any of the following requirements:

- Owner demonstrates rainfall that occurs on an impervious area does not generate runoff (has no outlet), is completely watertight, and has at least 18 inches of freeboard. This adjustment is for unusual structures, such as swimming pools, hazardous material storage areas, etc. For these specific cases, a customer's SFUs will be adjusted by removing from the SFU calculation the amount of impervious area that does not generate runoff.
- Owner demonstrates that on-site gravel is not compacted, not used for vehicular traffic, and thus not impervious. The County may grant adjustments for non-compacted gravel areas used for landscaping or other purposes. The County considers all compacted gravel areas (drives, storage areas, etc.) as impervious areas, and as such, no adjustment will be granted. The Stormwater Utility Manager will make the decision regarding the intended purpose of gravel areas and the degree of imperviousness but will not allow more than 50% credit.

2.2 User Fee Credits

Nonresidential customers and other privately owned stormwater facility operators may qualify for user fee credits when they can demonstrate that their existing or proposed stormwater facilities meet current stormwater standards and provide the County value in managing stormwater quantity, quality or auxiliary services. User fee credits provide incentive to the private facility operators to improve their facilities as County ordinances and standards are changed. For properties within incorporated jurisdictions, the portion of a property's stormwater fee that is the Countywide Infrastructure charge is creditable in the same percentages for gross and impervious area as it would be credited were it in the unincorporated County.

2.2.1 Restrictions

- a. No public or private property shall receive credit to offset Fees for any condition or activity unrelated to the County's cost of providing stormwater management services.
- c. Credits will not apply to Stormwater Pollution Prevention Plan (SWPPP) Review and Inspection fees attributable to new development or redevelopment projects.

- d. Any BMP or portion(s) of the stormwater management within a permanent storm drainage easement maintained by the government (municipality, county or state), shall not be eligible for a fee credit.
- e. Credit shall only be given to the property owner of record. If there are multiple owners in credit application, then the owner who is the applicant is responsible for submitting a cooperation agreement from other owners participating in application.

2.2.2 Terms

- a. Unless noted in the credit description, all credits require submittal of a complete application and approval by the County. No separate submittal is required for CWI credits.
- b. Credits will only be applied if requirements outlined in this Manual are met, including, but not limited to: maintaining compliance with stormwater standards at the time of initial credit, completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of annual self-reports.
- c. Credits will be defined as percent (%) reductions applied as credit adjustment to components of the Fee, as described for each credit type.
- d. Some credits can be combined for an additive reduction. The following table describes these allowable scenarios.

	Structural BMP Credit	Integrated Non-Structural BMP Program Credit	Other BMPs	NPDES Industrial Stormwater Permit Credit	Education Credit	Inundated Property Credit	Permanently Undevelopable Land Credit
Structural BMP Credit		Only POAs	Considered	No	No	Yes	Yes
Integrated Non-Structural BMP Program Credit	Only POAs		Considered	No	No	Yes	Yes
Other BMPs	Considered	Considered		Considered	Considered	Considered	Considered
NPDES Industrial Stormwater Permit Credit	No	No	Considered		No	Yes	Yes
Education Credit	No	No	Considered	No		Yes	Yes
Inundated Property Credit	Yes	Yes	Considered	Yes	Yes		Only if applied to different areas
Permanently Undevelopable Land Credit	Yes	Yes	Considered	Yes	Yes	Only if applied to different areas	

- e. As long as the BMPs are functioning as approved (as demonstrated by self-certification reports and County inspections), the credit reduction will be applied to the Fee. If the approved practice is not functioning as approved or is terminated, the credit reduction will be cancelled and the Fee will return to the baseline calculation. Once the credit reduction has been cancelled, a customer may not reapply for credit for a period of 12 months and only then if the deficiency has been corrected, as determined by County inspection. (See Section 5 for more details).
- f. Stormwater utility customers seeking fee credit will be required to submit their credit application and supporting documents as of July 1 preceding the County's issuance of tax bills.
- g. Approved credit will be applied to each subsequent bill (as long as the credit is active) and will be retroactively applied to the current year's bill. Retroactive credits will be processed as an additional credit to the next year's

stormwater fee. In the event a retroactive credit exceeds the calculated billed amount for the next year's bill, a refund will be issued by the Beaufort County Treasurer upon approval of the credit.

- h. This credit manual is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. This is the rate structure consistent with that of the County. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU are eligible for stormwater fee credits in a manner similar to that under the prior Stormwater Fee Adjustment and credit Manual, dated December 2012. Each credit section below contains footnotes to define how SFU-based credit are to be calculated.

2.2.3 Structural BMP Credit - Water Quality, Peak Runoff, and Volume Controls

Structural BMPs designed in accordance with the County BMP Manual will be eligible for a fee credit if flows generated on-site and from upstream areas greater than 0.5 sq. mi are directed through the BMP and provide

- reduction of target pollutants to acceptable levels in accordance with a 10% effective imperviousness site,
- control the peak runoff rate in accordance with the 25-year, 24-hour storm event,
- provide 100% retention, reuse, or reduction of the runoff volume in accordance with the 1.95", 24-hour storm event.

Structural BMPs are eligible for credit only if all three controls are met. This credit will be based upon hydrologic data, water quality data, design specifications, and other pertinent data supplied by qualified, licensed professionals on behalf of property owners. In order to receive credit reduction as applied to the Fee calculation equation, property access, adequate and routine facility maintenance, and annual self-reporting must be provided by the property owner to the County to verify that the BMP structure is providing its intended benefit.

The Credit will be applied as a 50% reduction in the impervious area component of the fee and the CWI portion of the fee.¹ For POAs, the flat structural BMP credit of 50% off the impervious area component of the fee may be added to the non-structural BMP credit of 25% for a

¹ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will be eligible for a flat Structural BMP credit of 10% of the stormwater fee for peak control and 35% of the stormwater fee for volume control, including CWI fees. Water quality control is assumed met with volume control and no additional credit is provided.

maximum of 75% off the impervious area component of the fee. The property owner must complete and submit data that quantifies and demonstrates the achievement of water quality, peak runoff, and volume control goals. This documentation must be prepared by a qualified, licensed professional engineer and be accompanied by one or combination of the following: testing, modeling, design, and/or construction data that substantiates the hydrologic peak flow reduction or volume control requirements obtained from the BMP Manual. All requests will be reviewed on an individual basis with findings of the review transmitted back to the customer within ninety (90) days of receipt of a completed application.

Water quality and volume reduction BMPs that are eligible for credit include, but are not limited to, the following:

- Wet or dry detention basins
- Bioretention, rain gardens, and other devices, and
- Rooftop practices such as green roofs, evaporative cooling on flat roofs
- Pervious pavement²
- Runoff capture used for irrigation
- Disconnection of impervious areas
- Swales for runoff from highways and roadways.

In order to receive credit, property access, adequate and routine facility maintenance and annual self-reporting must be provided by the property owner to the County to verify that the BMP structure is providing its intended benefit.

Credit will be perpetual until such time that the property owner fails to demonstrate adequate BMP performance.

2.2.4 Integrated Non-Structural BMP Program Credit

Credits may be issued for a Site with ongoing implementation of an integrated suite of fundamental non-structural BMPs that will help the County meet its permit objectives. To receive a 25% credit adjustment as applied to the impervious area component of the fee³, including the CWI portion of the fee, , documentation must be provided to verify that 6 of the 9 following BMPs have been met:

BMP1:	Educational Program
BMP2:	On-Site Refuse Control Program
BMP3:	On-Site Stormwater System Maintenance and Cleaning Program

² Pervious pavement, as a special category of structural BMP credit, will be credited as a 50% reduction in the impervious area charge for only the portion of the impervious area comprised of pervious pavement.

³ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will be eligible for a flat Integrated Non-Structural BMP Program credit of 10% of the stormwater fee, including CWI fees.

BMP4:	Paved Area Sweeping Program
BMP5:	Used Motor Oil Recycling Program
BMP6:	Sanitary Sewer/Storm Sewer Cross-Connection Inventory
BMP7:	Landscaping for Run-Off Rate Control and Water Quality
BMP8:	Storm Drain Stenciling Program
BMP9:	Designated Vehicle Washing Area

Upon receipt of completed Stormwater credit Application, application approval, and satisfactory on-site inspection to insure that all criteria are being met, credit will be applied. All requests will be reviewed on an individual basis with findings of the review transmitted back to the customer within ninety (90) days of receipt of a completed application. Integrated non-structural BMP credit must be renewed annually.

2.2.4.1 Educational Program

Nonresidential customers who wish to receive Fee credit for educating employees in the area of water quality awareness and protection must agree to the following minimum standards:

- a. Devote fifteen minutes per quarter (or an hour annually) to educating employees about water quality awareness and protection. Additionally, provide basic stormwater management information to new employees. Organizations will be required to submit programs or agendas to the County for environmental education sessions that will include information concerning number of attendees, time(s), place(s), and topic(s) covered during each session along with confirmation that a 50% employee participation goal was met. Pre- and post-session surveys are recommended. Topics must rotate on at least an annual basis.
- b. Post stormwater and water quality-specific educational information obtained from the County, state/federal environmental agencies, or from any other reputable educational resource center in employee frequented areas. Information posted must be clearly visible. Information topics must rotate on at least an annual basis. Copies of posted materials must be provided to the County.
- c. Distribute stormwater and water quality-specific literature obtained from the County, state/federal environmental agencies, or any other reputable educational resource center to all employees on a quarterly basis and provide copies to the County with the annual self-report. Literature topics must rotate on at least an annual basis.
- d. All materials to be used in presentations should be reviewed/ approved by the Stormwater Utility Manager or his designee before use in this program.

Nonresidential customers who wish to receive Fee credit for educating the County regional customer base in the area of water quality awareness and protection must agree to meet the following minimum standards:

- a. Disseminate stormwater and water quality-specific information obtained from the County, state/federal environmental agencies, or any other reputable educational resource center to customers on a quarterly basis using high traffic area kiosks,

advertised special events, customer mailings, product label advertisements, public service announcements, ads, educational curricula, or other mass distribution techniques. Information topics must rotate on at least an annual basis. Copies of disseminated materials must be provided to the County along with estimates of the number of customers reached in each annual self-report.

- b. All materials to be used in presentations should be reviewed/approved by the Stormwater Utility Manager or his designee before use in this program.

2.2.4.2 On-Site Refuse Control Program

In order to receive credit for the On-Site Refuse Control Program, the following minimum criteria must be satisfied:

- a. Identify or develop the organization's on-site refuse control plan and submit a copy to the County.
- b. Initiate and maintain a solid waste recycling program that meets the County's minimum recycling requirements.
- c. Keep refuse containers covered to eliminate exposure to wind, rain, and snow and where possible, place refuse containers in areas that do not drain to storm sewers.

2.2.4.3 On-Site Stormwater System Maintenance and Cleaning Program

In order to receive credit for the On-Site Stormwater System Maintenance and Cleaning Program, a detailed management plan for maintaining on-site (nonpublic right-of-way) stormwater structures must be submitted along with documentation that the planned activities were completed. At a minimum, the management plan must address the following structures, where applicable:

- a. Building rain gutters/downspouts – must be directed to vegetated areas wherever possible and cleaned at least annually.
- b. Catch basins – must be cleaned of litter, debris, and sediment at least once per year.
- c. Stormwater outfalls to private ditches, ravines, or creeks on private land must be cleaned at least once per year.
- d. On-site drainage ditches or channels must be cleaned of any litter and debris and obstructive vegetation should be trimmed at least once per year.

2.2.4.4 Paved Area Sweeping Program

In order to receive credit for the Paved Area Sweeping Program, the following minimum criteria must be satisfied:

- a. Submit a detailed paved area sweeping plan to include definition of areas to be swept, frequency of sweeping (a minimum of twice per month), debris disposal method, and type of sweeper used.

- b. Provide documentation of plan implementation, such as copies of paid invoices or employee timesheets, or a certification of work accomplished prepared and signed by an officer of the company.

2.2.4.5 Used Motor Oil Recycling Program

In order to receive credit for the Used Motor Oil Recycling Program, the following minimum criteria must be satisfied:

- a. Provide documentation to confirm disposal of used motor oil at used oil recycling sites (i.e., waste oil generated on-site by the property owner).
- b. Display the County's current list of used oil recycling sites in clearly visible and publicly frequented locations.

2.2.4.6 Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program

In order to receive credit for the Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program, the following minimum criteria must be satisfied:

- a. Conduct a visual building and grounds survey to identify and inventory the locations of all sanitary and storm sewer connection points.
- b. Provide building and site plans to the County that document the locations of all sanitary sewer and storm sewer connection points and sanitary and storm sewer line locations on a parcel of property.
- c. If instances are found where sanitary sewage plumbing is connected to a storm sewer, the cross connection must be eliminated within thirty (30) days.
- d. If any discharges are in question, the owner should contact the County to determine if elimination for the discharge is required.

2.2.4.7 Landscaping for Run-Off Rate Control and Water Quality Program

In order to receive credit for the Landscaping and Run-Off Rate Control and Water Quality Program, the following minimum criteria must be satisfied:

- a. Develop a landscape maintenance plan for properties with landscaped areas, utilizing lawn and garden practices that reduce stormwater run-off rates and protect water quality, including, but not limited to, the following recommended practices:
 - i. Unless otherwise indicated by current soil tests, use phosphorus free fertilizer.
 - ii. Apply all yard and garden chemicals sparingly, using the correct rates and recommended times, and not before a rainstorm.
 - iii. Direct sprinklers to vegetated areas and not overlap onto impervious surfaces.
 - iv. Where turf is considered necessary, maintain it by mowing grass to a height of 2-3". If necessary, seed in the spring and fall, and aerate and de-thatch in the fall. Leave grass clippings on the lawn as a natural fertilizer.

- v. Select hardy plants most suited to this climate and, where possible, reduce the amount of maintained turf and increase naturalized areas.
- vi. Mulch flowerbeds, shrubs and trees to retain water on-site.
- vii. Keep lawn and garden chemicals, garden debris, lawn clippings, and leaves off hard surfaces.

If appropriate to site conditions, the following practices are also recommended:

- viii. Landscapes should be designed to eliminate or at least minimize directly-connected impervious areas.
 - ix. Maintain a 15' to 25' filter strip of tall grass or plantings along water bodies.
 - x. Plant rain gardens in depressions that otherwise have standing water or to receive roof run-off.
- b. Provide a copy of the landscape management plan to the County along with documentation of employee training for landscape management or landscape contracts that include the above provisions.

2.2.4.8 Storm Drain Stenciling Program

In order to receive credit for the Storm Drain Stenciling Program, the following minimum criteria must be satisfied:

- a. The County will provide suggestions to any owner/group interested in providing the labor.
- b. Post decals or stencil all storm drain inlets with information identifying that it drains to a local water resource. For example, "drains to river" or "drains to creek".
- c. Provide the County with number and location of storm drains on subject parcel.
- d. Provide the County with plan for maintaining stencils/decals.

2.2.4.9 Designated Vehicle Washing Area

In order to receive credit for the Designated Vehicle Washing Area, the following minimum criteria must be satisfied:

- a. Provide area for vehicles to be washed away from stormwater drains and water resources.
- b. Use environmentally sensitive cleaning materials.
- c. Post location of vehicle washing area.
- d. Provide the County with plan for location of vehicle washing area.

2.2.5 Other BMPs

Nonresidential customers that implement BMPs or provide services above and beyond the basic structural or non-structural BMPs described above may be eligible for additional credit. Examples of BMPs creditable at a higher level include: structural control measures that

effectively receive and treat runoff from other properties, educational activities well in excess of the required minimums (described below), more than six non-structural BMPs, or a combination of structural and non-structural BMPs benefitting the same property or region.

The County will evaluate requests for additional credit on a case-by-case basis. The duration of the Credit will depend on the specific BMP and be as determined by the Stormwater Utility Manager.

2.2.6 NPDES Industrial Stormwater Permit Credit

The South Carolina Department of Health and Environmental Control, on behalf of the USEPA, requires certain types of industry to obtain and comply with an NPDES Industrial Stormwater Permit to manage and monitor stormwater runoff from industrial sites. When an NPDES Stormwater Permit issued to a nonresidential customer requires the specified industry to conduct water quality monitoring, they may be eligible for a 10% credit on the impervious area component of the permitted property's fee⁴, including the CWI portion of the fee, if:

- a. Water quality testing results are consistently at least 10% below their permit required discharge limits during each sampling event,
- b. Copies of the water quality test results are provided to the County, and
- c. Industry is in compliance with all permit requirements.

Credit must be renewed every five (5) years.

2.2.7 Education Credit

Those schools, public or private, wishing to receive Fee credit for educating students and employees in the area of water quality awareness and protection must agree to the following minimum standards:

- a. Devote two hours per half (four hours annually) to educating one grade level of students (or split between two grade levels) about water quality awareness and protection. Educational institutions will be required to submit programs or agendas to the County for environmental education sessions that will include information concerning number of attendees, time(s), place(s), and topic(s) covered during each session. The County will assist with providing materials for the education program. Pre- and post-session surveys are recommended. Topics must rotate on at least an annual basis, or become part of the curriculum for the same grade level each year.
- b. Devote fifteen minutes per quarter (or an hour annually) to educating employees about water quality awareness and protection. Additionally, provide basic

⁴ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will be eligible for a flat NPDES Industrial Stormwater Permit credit of 5% of the stormwater fee, including CWI fees.

- stormwater management information to new employees. Topics must rotate on at least an annual basis.
- c. Post stormwater and water quality-specific educational information obtained from the County, state/federal environmental agencies, or from any other reputable educational resource center student and employee frequented areas. Information posted must be clearly visible. Topics must rotate on at least an annual basis. Provide copies of posted materials to the County.
 - d. Distribute stormwater and water quality-specific literature obtained from the County, state/federal environmental agencies, or any other reputable educational resource center to target students and all employees on an annual basis and provide copies to the County with the annual self-report. Topics must rotate on at least an annual basis.

Credit for this category is applied as 30% off the impervious area component of the fee, including the CWI portion of the fee, for the property(ies) where educational activities take place.⁵ Credit must be renewed annually.

2.2.8 Inundated Property Credit

All along the coast, there are deeded parcels of land that have, since the time of their establishment, become inundated and have (in whole or in part) ceased to be functional properties. The County keeps these properties on the tax roll but does not levy a tax on the inundated portion of these properties as they have no value (at present). Because they exist as tax parcels, their stormwater fee is calculated using the same three-component structure, so the resulting fee includes fixed, gross area, and impervious area elements. In the case of entirely inundated properties, impervious area is nonexistent, so the fee in effect only includes the other two components. Given the circumstances of these properties, it is appropriate to exempt the inundated portion from the gross area component of the charge. Even properties that are entirely inundated will still be charged for the fixed portion, which covers administration of the utility. This reflects the fact that utility costs are not entirely negated by the property being inundated. Rather, that property still has to be considered with all others extant land parcels as far as how fees are administered.

Deeded parcels of land that are categorized by the County Assessor's office as marginal water will receive a 100% credit on the gross area component of their stormwater fee, including the CWI fee, for the proportion of the property that is inundated.⁶ Credit will be granted in perpetuity, until a point in time when the characteristics of the land change.

⁵ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will be eligible for a flat Education credit of 5% of the stormwater fee, including CWI fees.

⁶ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU

2.2.9 Permanently Undevelopable Land Credit

Maintaining lands in a permanently undevelopable state reduces the County's burden to maintain infrastructure and policies intended to preserve future developability. As such, land in this state is entitled to a fee credit. Saltwater marshlands that will remain in that state fall under this category of permanently undevelopable land, as do portion of properties with a conservation easement requiring no development. The credit for these areas is 100% on the gross area component of the charge, including the CWI portion of the fee, for the portion of the property included.⁷

To qualify for this credit, a customer must submit documentation of their intention to retain a property's undeveloped state, such as a conservation easement or notification of saltwater marshland status documented by the County Assessor. Credit will be granted in perpetuity, until a point in time when the characteristics of the land change.

will be eligible for an Inundated Property credit of up to 100% of the stormwater fee, including CWI fees, proportional to the percent of property that is inundated.

⁷ This credit calculation method is only applicable in jurisdictions that have adopted a rate structure consistent with a fixed fee, impervious area fee, and gross area fee as defined in the Beaufort County Rate Study completed in 2015. Jurisdictions that have not adopted this rate structure and continue to use a rate structure based solely on the SFU will be eligible for a Permanently Undevelopable Land credit of up to 100% of the stormwater fee, including CWI fees, proportional to the percent of property that is deemed permanently undevelopable.

2.2.10 Summary

The following table summarizes the available credit types, durations, and calculations. Within any jurisdiction that has adopted a fixed charge, impervious area, gross area rate structure, these credits extend to the CWI portion of any ratepayers fee automatically.

	Application Required	Credit Duration	Credit Amount	Credited Fee Component
Structural BMP Credit	YES	ONGOING	50% ¹	IMPERVIOUS AREA
Integrated Non-Structural BMP Program Credit	YES	ONE YEAR	25%	IMPERVIOUS AREA
Other BMPs	YES	VARIABLES	VARIABLES	IMPERVIOUS AREA
NPDES Industrial Stormwater Permit Credit	YES	FIVE YEARS	10%	IMPERVIOUS AREA
Education Credit	YES	ONE YEAR	30%	IMPERVIOUS AREA
Inundated Property Credit	NO	ONGOING	100%	GROSS AREA INUNDATED
Permanently Undevelopable Land Credit	YES	ONGOING	100%	GROSS AREA UNDEVELOPABLE

¹ FOR POROUS PAVEMENT AS A BMP, THIS PERCENTAGE IS THE PERCENTAGE OF IMPERVIOUS AREA THAT IS THE POROUS PAVEMENT.

2.2.11 Fee credit Calculation – Example 1

As an example of how a Fee credit would be applied to a POA that is responsible for stormwater management facilities and provides additional non-structural BMPs within its community:

- | | |
|------------------------------|--|
| 1. Structural BMP credit | 50% off impervious area component of fee |
| 2. Non-Structural BMP credit | 25% off impervious area component of fee |

Total	75% off impervious area component of fee
-------	--

To determine the example fee, assume the parcel has 30,500 square feet of impervious area on 2 acres of land. The baseline fee and credit calculations would be as follows:

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area	\$10.00	1	\$10.00		\$10.00
Impervious Area	\$65.00	7 [#]	\$455.00	75%	\$113.75
			\$477.00		\$135.75

Impervious area calculated as 30,500 sq.ft. / 4,906 sq.ft. per SFU = 6.21 SFU, rounded up to 7 SFU.

For the original fee, the fixed charge in the County is \$12, the gross area charge is \$10 per equivalent unit (2 acres is unit), and the impervious area charge is \$65 per 4,906 square feet or a portion thereof. Thus, the original fee is \$477.00.

The credit is applied to the impervious area portion of the charge, resulting in a final fee of \$135.75.

2.2.12 Fee credit Calculation – Example 2

Consider a property of 30 acres with one Tier 2 single family home and on which 25 acres are placed under a conservation easement rendering them perpetually undevelopable. This would proportionally reduce the gross area component of the charge as follows:

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area*			\$130.00	83%	\$21.67
Impervious Area	\$65.00	1	\$65.00		\$65.00
			\$207.00		\$98.67

* Gross area determined by a declining block: \$10 for first 2 acres, then \$5 per acre up to 10 acres, then \$4 per acre up to 100 acres, and then \$3 per acre above 100 acres. In this example, \$10 + (\$5 x 8acres) + (\$4 x 20acres) = \$130.00

The original fee of \$207.00 is reduced to \$98.67 when the gross area component of the charge is reduced by 5/6 (or 83%).

2.2.13 Fee credit Calculation – Example 3

A POA represents a type of customer uniquely able to implement both structural and non-structural BMPs to achieve a greater beneficial impact to the stormwater impact. In the case of a POA property of 10 acres with 20,000 square feet of impervious area and a structural BMP, where six of the nine non-structural BMP requirements are satisfied, the credit is additive.

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area*			\$50.00		\$50.00
Impervious Area	\$65.00	5 [#]	\$325.00	75%	\$81.25
			\$387.00		\$143.25

* Gross area determined by a declining block: \$10 for first 2 acres, then \$5 per acre up to 10 acres, then \$4 per acre up to 100 acres, and then \$3 per acre above 100 acres. In this example, \$10 + (\$5 x 8 acres) = \$50.00

Impervious area calculated as 20,000 sq.ft. / 4,906 sq.ft. per SFU = 4.07 SFU, rounded up to 5 SFU.

This POA property can reduce its overall fee from \$357.00 to \$143.25 with the approval of both types of credit.

2.2.14 Fee credit Calculation – Example 4

A property that is both partially inundated (resulting in a gross area credit) and the holder of an NPDES Industrial Stormwater Permit would receive both credits in conjunction. The credit calculation would be as follows for a 20 acre property with 20,000 square feet of impervious area and where 10 acres are inundated:

Fee Component	Rate	Units	Original Fee	Credit	Final Fee
Fixed	\$12.00	1	\$12.00		\$12.00
Gross Area*			\$90.00	50%	\$45.00
Impervious Area	\$65.00	5 [#]	\$325.00	10%	\$292.50
			\$427.00		\$349.50

* Gross area determined by a declining block: \$10 for first 2 acres, then \$5 per acre up to 10 acres, then \$4 per acre up to 100 acres, and then \$3 per acre above 100 acres. In this example, \$10 + (\$5 x 8 acres) + (\$4 x 10 acres) = \$90.00

Impervious area calculated as 20,000 sq.ft. / 4,906 sq.ft. per SFU = 4.07 SFU, rounded up to 5 SFU.

The resulting fee is reduced from \$427.00 to \$349.50 when the credits are combined.

Section 3. Application Procedures

A property owner seeking a Fee credit must comply with the procedures outlined in this Manual and must submit a Fee credit application (provided in Appendix A). It is recommended that a pre-application meeting with the Beaufort Stormwater Utility Department be held. All information necessary for the Stormwater Utility Manager to make a determination must be supplied as outlined in the Manual and the credit application. Failure to comply with the procedures outlined in the Manual will result in a denial of the credit application.

In cases requiring a hydrologic analysis, a qualified professional engineer registered in the State of South Carolina must prepare and certify the documentation provided to verify the hydrologic circumstances.

Section 4. Appeals

4.1 Process

Any person disagreeing with the interpretation or application of a provision in this manual, or the related laws or ordinances pertaining to Stormwater Management in Beaufort County, may appeal in writing by using Stormwater Management Utility Petition to Appeal Form.

All appeals will be processed first through Stormwater Utility Manager and then the Stormwater Management Fees and credits Appeals Board, for a recommendation, and then to the Beaufort County, County Administrator for final decision.

Any person still aggrieved may appeal the County Administrators decision to a court of competent jurisdiction.

4.2 Stormwater Management Fees and credits Appeals Board

The Fees and credits Appeals Board exists for the purpose of advising the County Administrator on appeals to decisions rendered by the Stormwater Utility Manager, or his designee, in the determination of the correct amount of impervious surface located on a person's property and the proper application of the adopted mathematical calculation to determine the required stormwater fee and/or any adjustments to that fee provided for in Section 2.2 of this manual.

The Board shall also advise the County Administrator on appeals to decisions rendered by the Stormwater Utility Manager on applications for User Fee credits provided for in Section 2.2 of this manual.

The Board shall consist of three members (two primary and one designated third member) from the Stormwater Utility Board members who are appointed by County Council for two year terms. If the appeals board feels that they need technical support on a case the Utility will supply contracted technical support. On appeals involving fees in municipal jurisdictions, the ex-officio board member for that jurisdiction will be replacing the third board member.

Section 5. Enforcement Policy

The County reserves the right to review the application for accuracy and/or inspect and review documentation confirming the provision of the BMPs at any time. If, after its review or inspection, the County finds the application to be inaccurate or the projected level of service is not being provided or continued, the customer will be notified in writing and given 45 days to correct the deficiency. The property owner must provide written documentation to the Stormwater Utility Manager within 45 days of the original notice by the Stormwater Utility Manager that the BMP is being provided or continued as agreed in addition to such evidence as

the Stormwater Utility Manager reasonably requires showing that the deficiency has been corrected. If, in the opinion of the Stormwater Utility Manager, the deficiency is not satisfactorily corrected, the Fee credit attributable to the deficiency will be terminated on the following billing cycle and will remain in effect for a minimum of 12 months. Reapplication for Fee credit will not be reviewed until the delinquent BMP has been adequately reinstated for three continuous months and evidence of the corrections has been provided with the reapplication.

Annual self-reports will be required every July 31st to document service provision for the preceding calendar year. If the self-reports are incomplete or are not submitted to the County by the required date, the property shall be considered to be in non-compliance with the credit Program requirements. Non-compliant properties will lose the credit benefit and the Fee credit suspension will remain in effect for a minimum of 3 months and will not be reinstated until the complete annual report is received with documentation that the program is being implemented as intended.

Once the credit reduction has been canceled, a customer may not reapply for that particular credit for a period of 12 months and then only if the deficiency has been corrected, as determined by the County inspection. It will be the responsibility of the customer to prove the stormwater management goals are met prior to the credit being reissued.

All structural water quality control systems that are not listed in the BMP Manual may require, at the request of the County and at no cost to the County, periodic certified laboratory water quality sampling and reporting to insure that the water quality standards are being met.

APPENDIX A

Beaufort County Stormwater Management Department

Stormwater Credit Application
(Please Type or Print)

This application is for:

	FIRST APPLICATION	RENEWAL APPLICATION (EXPIRED)	RENEWAL APPLICATION (SUSPENDED)
Structural BMP Credit			
Integrated Non-Structural BMP Program Credit			
Other BMPs			
NPDES Industrial Stormwater Permit Credit			
Education Credit			
Permanently Undevelopable Land Credit			

If this is a first application, please address all questions and provide documentation that BMPs will be in place within 60 days of submitting this application. Existing BMPs will require proof of implementation, while new BMPs will require the submittal of implementation plans.

If this is a reapplication for renewed credit after a credit suspension, please complete Part I and provide information on BMPs listed in Part II that were suspended. Evidence that the deficiency resulting in the credit suspension was corrected for *at least three months prior to reapplication* must be attached to the reapplication.

Please provide specific responses to the following questions, using additional pages if necessary, to provide a complete and comprehensive application.

PART I. GENERAL INFORMATION

1. Customer Contact Information:

Name/Title _____

Company _____

Address _____

Phone _____ E-mail _____

2. Property Parcel ID #(s): _____

3. Property Address/Description: _____

PART II. INDIVIDUAL CREDIT OPPORTUNITIES

Structural BMP Credit

1. Please attach the following items to show that the property meets the Fee Credit criteria. If applying for Credit for multiple BMPs, please attach additional required sheets.
 - a) Site Plan(s) showing:
 - Property location with parcel boundaries
 - Impervious areas (IA)
 - Description and location of BMP(s)
 - Topography and drainage boundaries for BMPs or open spaces and their associated % discharges
 - Documentation on stormwater reuse
 - Drainage discharge locations to off-site properties (natural and constructed)
 - b) BMP plans and design calculations, including
 - Total Site Area = _____ acres
 - Drainage Area (DA) to BMP = _____ acres
2. Summarize the key points of the site sensitivity analysis to describe potential down gradient impacts to surface or ground water from drainage captured on-site.
3. Provide documentation of steps taken during regular maintenance activities and the most recent inspection report, if applicable.
4. Provide an executed Stormwater BMP Maintenance Agreement to the County. The agreement form can be found in the Beaufort County Stormwater Best Management Practices (BMP) Manual, current edition.

Integrated Non-Structural BMP Program Credit

Please refer to Section 2.2.4 in the Credit Manual and provide the necessary background information and documentation to prove that the following programs are in place and functioning on a continuing basis. Documentation may include such things as contracts, invoices, operating procedures, plans, maps, etc. All of the following criteria must be met to receive the 25% Fee Credit for this category. If any of the criteria listed below do not pertain to your non-residential property, please write "does not apply" followed by a description explaining the exception. If a representative other than the one identified under Part I is overseeing this component of the credit program, please provide the following information:

Name/Title, Address, Phone #, and e-mail address of the person responsible for coordinating non-structural BMPs, along with the time of day the person may be reached:

Integrated Non-structural BMPs Selected:

BMP	Description	YES	NO
1	Educational Program		
2	On-Site Refuse Control Program		
3	On-Site Stormwater System Maintenance and Cleaning Program		
4	Paved Area Sweeping Program		
5	Used Motor Oil Recycling Program		
6	Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program		
7	Landscaping for Run-Off Rate Control and Water Quality Program		
8	Storm Drain Stenciling Program		
9	Designated Vehicle Washing Area		

NOTE: A minimum of 6 BMPs must be implemented to be eligible for integrated non-structural BMP credit

(BMP 1) Educational Program

1. Describe the audience(s) that will receive the water quality information, how the information will be selected and disseminated.

2. Describe where stormwater and water quality-specific educational information will be posted (provide picture if possible).

(BMP 2) On-Site Refuse Control Program

1. Identify where solid waste disposal and recycling information will be posted.

2. Describe your on-site recycling program (number of collection site, types and volumes of materials recycled each year, collection frequency, recycling destination, etc.)

3. Describe how outdoor solid waste and recycling containers are protected from exposure to wind, rain, and snow and connection to storm sewers.

4. Describe your refuse control plan.

(BMP 3) On-Site Stormwater System Maintenance and Cleaning Program

1. Using a site plan, identify the locations of stormwater management structures located on the property, but not in the public right-of-way.

2. Define the maintenance and cleaning schedule for each of the on-Site stormwater structures:
 - Rain gutters:

 - Catch basins:

 - Curbs and gutters:

 - Outfalls:

 - Other structures (describe):

(BMP 4) Paved Area Sweeping Program

1. Provide a site plan that identifies the paved area being swept, define the frequency (days and times) of paved area sweeping, and describe the type of equipment used to complete the sweeping.

2. If using a contracted firm to conduct sweeping, please indicate the contract information (company name, address, contact person, telephone number, contract number, contract length, and contract expiration date).

(BMP 5) Used Motor Oil Recycling Program

1. Is used motor oil reprocessed on-site? Yes [] No []
2. If it is not reprocessed on-site, identify the name of the company that collects and/or recycles your used motor oil. (Provide company name, address, contact person, telephone number, contract number, contract length, and contract expiration date.)
3. Indicate the amount of used motor oil collected on-site each month.
4. Indicate where Beaufort County's current list of used oil recycling sites will be displayed.

(BMP 6) Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program

1. Using a site plan, identify the locations of all sanitary and storm sewer connection points and sanitary and storm sewer line locations on the property.
2. If instances are found where sanitary sewage plumbing is connected to a storm sewer, identify what steps were taken to eliminate the cross connection and the date the work was completed.

(BMP 7) Landscaping for Run-Off Rate Control and Water Quality

1. Provide a copy of a landscape maintenance plan that identifies what lawn and garden practices are utilized to reduce stormwater run-off rates and protect water quality, using the practices recommended in the Credit Manual as a baseline.

2. Describe the employee landscape management training plan or provide contract and contact information for firms contracted to complete landscape maintenance using the provisions in the landscape maintenance plan.

(BMP 8) Storm Drain Stenciling Program

1. Provide a copy of the decal or stencil that will be used to mark storm drains.
2. Provide a plan showing location and number of storm drains to be labeled.
3. Provide a copy of storm drain stencil maintenance plan that identifies annual inspections and maintenance for decals/stencils.

(BMP 9) Designated Vehicle Washing Area

1. Provide a plan showing the location of the proposed vehicle washing area. Plan must indicate site topography and show any existing storm drains and water courses.

Other BMP Credit

1. Describe any additional structural or non-structural approaches to reduce runoff and improve water quality implemented by this customer, along with an assessment of its benefit to the County.

County staff will work with the customer to procure appropriate documentation.

NPDES Industrial Stormwater Permit Credit

1. Attach a copy of your NPDES Industrial Stormwater Permit.
2. Attach copies of water quality monitoring data with a comparison to the permit-required discharge limits.
3. Attach data that defines discharge volumes, rates, and frequency of discharges.
4. Describe how the permitted discharges are providing a positive impact and value that complements the County's stormwater management system goals and provide any supporting documentation.

Education Credit

1. Provide copies of programs or agendas for environmental education sessions. Include information on the number of attendees, time(s), place(s), and topics covered during each session.
2. Provide planned questions for pre and post education surveys.
3. Provide copies of educational materials used for employees on water quality awareness and protection.
4. Provide copies of water quality-specific educational materials that will be posted. Indicate where the material will be posted.

Permanently Undevelopable Land Credit

1. Provide a map prepared by a Licensed Land Surveyor of the property with permanently undevelopable lands shown clearly.
2. If this credit is sought for areas under conservation easement, provide a copy of the conservation easement.

The application packet should consist of the completed application form and a copy of all necessary documentation, including the applicable site plans that will allow for a complete review of the site and existing stormwater management BMPs. Incomplete applications will not be processed. Submit the application, plans, and calculations to:

Beaufort County Stormwater Management Department

Signature of Owner

Date

**Signature of Licensed Professional Engineer
Providing Hydrologic Evaluation or Licensed
Professional Land Surveyor providing a property survey**

Date

For Office Use Only

Credit	Percent	Component of Fee	Eligible Proportion	Approved (Initial and date)
Structural BMP Credit*	50 %	Imp. Area	%	
Non Structural BMP Credit	25 %	Imp. Area	100 %	
Other BMPs	%	Imp. Area	100 %	
NPDES Industrial Stormwater Permit	10 %	Imp. Area	100 %	
Education Credit	30 %	Imp. Area	100 %	
Inundated Property Credit	100 %	Gross Area	%	
Permanently Undevelopable Land Credit	100 %	Gross Area	%	

***The eligible portion of impervious area to be credited will only be less than 100% if the credit is for pervious pavement. In this case, the eligible portion is the portion of the impervious area that is pervious pavement.**

Total Impervious Credit %: _____

Total Gross Area Credit % _____

**BEAUFORT COUNTY, SOUTH CAROLINA
STORMWATER MANAGEMENT UTILITY
RESIDENTIAL SWU FEE ADJUSTMENT**

DATE:

PARCEL I.D. #:

TYPE OF RESIDENTIAL UNIT (CHECK APPROPRIATE BOX):

- | | |
|---|---|
| <input type="checkbox"/> Single Family Small (Tier 1) 0.5 SFU | <input type="checkbox"/> Apartment 0.39 SFU Apartment |
| <input type="checkbox"/> Average (Tier 2) 1.0 SFU | <input type="checkbox"/> Townhouse 0.60 SFU Townhouse |
| <input type="checkbox"/> Large (Tier 3) 1.5 SFU | <input type="checkbox"/> Mobile Home 0.36 SFU |
| <input type="checkbox"/> Condo 0.27 SFU | |

Parcel Size (based on GIS measurement): _____

REASON FOR SFU ADJUSTMENT:

- Incorrect Residential Class
- Incorrect Gross area
- Apartment or multi-family complex is being billed more SFUs than the number of units in complex.
- Number of SFUs being billed: _____
Number of Units in complex: _____
- Other, explain

APPLICANT'S SIGNATURE:

APPLICATION REVIEWED BY:

APPLICATION APPROVED: Yes No

COMMENTS:

BEAUFORT COUNTY, SOUTH CAROLINA STORMWATER MANAGEMENT UTILITY NONRESIDENTIAL SWU FEE ADJUSTMENT	
DATE:	
PROPERTY ADDRESS:	
PARCEL I.D. #:	
TYPE OF DEVELOPMENT:	
PARCEL GROSS AREA (acres):	
Billed Number of SFUs:	
REASON FOR SFU ADJUSTMENT:	
<input type="checkbox"/> CONDITION 1 Incorrect amount of impervious area <input type="checkbox"/> CONDITION 2 Incorrect gross area	
<input type="checkbox"/> CONDITION 3 Gravel areas not used for regular vehicular traffic (ingress/egress or parking) included as impervious area on utility bill	
<input type="checkbox"/> Other, explain:	
If Condition 1 or 2 is checked, complete the following: Property Impervious Area _____ (sq ft) Revised Number of SFUs _____ Revised Parcel Gross Area _____ (acres)	If Condition 3 is checked, complete the following: Non-vehicular Gravel Area _____ (sq ft) Remaining Imp. Area _____ (sq ft) Revised Number of SFUs _____
APPLICANT'S SIGNATURE:	
APPLICATION REVIEWED BY:	DATE:
APPLICATION APPROVED: <input type="checkbox"/> Yes <input type="checkbox"/> No	
CONDITIONS OF APPROVAL OR REASON FOR DENIAL AND COMMENTS:	

**BEAUFORT COUNTY, SOUTH CAROLINA
STORMWATER MANAGEMENT UTILITY
PETITION TO APPEAL SWU FEE**

DATE: _____

COMPLAINANT: _____

COMPLAINANT'S ADDRESS:

PARCEL I.D. NUMBER: _____

PARCEL'S ADDRESS: _____

TYPE OF DEVELOPMENT (Check one) Residential Non-residential

Reason for Appeal (State where a County ruling, interpretation, or order is erroneous and attach a copy of said ruling, interpretation or order from the County, or specify County provision or applicable County Code exemption):

The Appeal has been reviewed by the Beaufort County Stormwater Appeals Board on _____, 20 _____. On this date, The Stormwater Appeals Board

APPROVED DENIED

the requested appeal. Comments or conditions:

Beaufort County Stormwater Utility
Credit Processing Workflow

