

# Application for Coverage Under South Burlington's MS4 Permit for Exclusively Residential Properties



## 1. Instructions

Complete a single application for all properties covered under the existing stormwater permit for which MS4 permit coverage is being requested. Email the completed form to: [stormwater@sburl.com](mailto:stormwater@sburl.com)

An application fee of \$500.00 made payable to the South Burlington Stormwater Utility must be dropped off or mailed to the Department of Public Works at 104 Landfill Road, South Burlington, VT 05403.

## 2. Certifications and Signatures

I hereby request that the South Burlington Stormwater Utility (SBSU) review this request for coverage under the City's MS4 permit. I certify that I have the authority to request that the City provide State of Vermont permit coverage for the properties indicated in this application under its MS4 permit. The attached information is true and correct to the best of my knowledge and belief.

By my signature below, I hereby grant SBSU staff the right to inspect the properties and stormwater treatment system identified in this application for the purpose of assessing the stormwater treatment system and related improvements on the properties, as well as the accuracy of the information contained in this application. I agree to provide corrected information to the SBSU should there be any change in the information provided herein.

I understand that at such time as the SBSU approves this application that I am responsible for completing the stormwater system upgrades prior to the deadline established by the State's Agency of Natural Resources and/or payment of mitigation fees as described in Section 5 of this application. Failure to do so will result in loss of coverage under the City's MS4 permit.

I understand that once the stormwater system upgrades and/or payment of mitigation fees described in Section 5 of this application are complete that I will need to execute additional agreements and legal documents, such as an easement deed, in order for SBSU staff to access the properties for the purpose of routine maintenance and inspection of the stormwater system.

### Authorized Representative

Signature:   
Name:

Date:   
Title:

### Witness

Signature:   
Name:

Date:   
Title:

## 3. Property Information

Property Owner or Condominium Association Name:   
Name of Authorized Contact:  Phone:   
Title of Authorized Contact (if applicable):   
Email Address:   
Mailing Address:   
Property Manager (if applicable):  Phone:

Email Address:

Property Address (E-911 or Street/Intersection):

Property Identification Number:

Existing South Burlington Water Department Billing Account Number:

#### 4. Existing Stormwater System Information

State of Vermont Stormwater Permit Number (Most Recent):

Is the State of Vermont Stormwater Permit Indicated Above Expired?  Yes  No

Other State of Vermont Stormwater Permits Issued to the Property (list all):

Date of Most Recent Stormwater System Inspection:

Name of Person Performing the Most Recent Stormwater System Inspection:

Attach copies of all State of Vermont stormwater permits issued to the property.

- Attach a site plan that shows existing conditions on the properties. This must include the location of all existing impervious surfaces and any existing stormwater collection and treatment systems.
- Attach all available stormwater system maintenance records.
- Description of any aesthetic, smell, safety, or other similar issues that have been brought up in the neighborhood.

#### 5. Stormwater Upgrade Feasibility Analysis

Any property seeking State permit coverage under the City of South Burlington's MS4 permit must complete a Stormwater Upgrade Feasibility Analysis (SUFA). The SUFA procedure was approved by the South Burlington City Council on October 17, 2016, and is available on the SBSU website: [www.sburlstormwater.com/download-material/](http://www.sburlstormwater.com/download-material/)

This Property Proposes to Meet SUFA Requirements By:

- Installing Stormwater Treatment Practices (STPs).
- Payment of a Stormwater Mitigation Fee.
- A combination of STP installation and SW fee payment.

##### Provide the Following Information if Installing Stormwater Treatment Practices (STPs)

- A narrative describing the SUFA analysis and proposed STPs to be installed.
- A map delineating the drainage area flowing to each STP.
- A site plan and construction details for all proposed STPs.
- Calculations to support the STP design.
- Hydrologic model results that show existing and post improvement hydrographs for the WQv storm event, the CPv storm event, and the 25-year storm event.
- A written description of the ongoing maintenance needs for the drainage system and proposed STPs.

##### Provide the Following Information if Paying a Stormwater Mitigation Fee

Impervious Area (Acres):

Mitigation Fee: *Application fees will be counted toward the total mitigation fee payment.*

Indicate the Proposed Fee Payment Schedule:

- Payment of full fee once application is approved.
- 5-Year term at 3.5% interest.
- 10-Year term at 5.5% interest.

##### Combination Method

- Provide the information described above for both installation of STPs and the stormwater mitigation fee.

- Provide a map showing the area that will flow to STPs and the area for which a mitigation fee is being paid.

## 6. Property Access Information

Provide a map showing proposed easements that allows for full access to the stormwater system by the City. Maps should show 20' maintenance easements centered on all stormwater drainage pipes and maintenance easements spanning 10' from the toe of the side slope of all stormwater ponds, basins, infiltration practices, bioretention areas, rain gardens, or other applicable STPs. Five (5) regular size copies, one reduced copy (11" x 17"), and one digital (PDF-format) copy of the plans must be submitted.

Please note that prior to the City's acquisition of any stormwater system components, a survey plat of the easement(s) to be conveyed to the City, meeting the requirements of Section 341 of Title 27 of the Vermont Statutes Annotated, must be received and accepted.

## 7. Existing User Fee Credits

Is a User Fee Credit currently issued for the stormwater system?

- Yes. If yes, credit is not issued for properties that the City maintains.  
 No

*Note: User Fee Credits will not be granted for systems that are acquired by the City.*