



# Stormwater Utility Fee Credit Renewal Form

Stormwater Management Program

## Instructions

### For properties with ongoing stormwater fee credits:

Complete this form and submit to the Berkeley County SWMP with your Annual Inspection Report, maintenance records and photos of the structural SCMs. Once approved by the Stormwater Coordinator, no further action is necessary for the continuation of stormwater fee credit until the next Annual Inspection Report. In the case of facilities utilizing non-structural SCM's, complete this form and attach supporting information showing that the non-structural SCM's remain in place (i.e. copy of annual report for Public Education activities, etc.). If additional maintenance is required, or the submitted supporting document is insufficient, a copy of this form will be marked as such and returned to the property owner/applicant. It is the property owner's responsibility to take necessary corrective action prior to May 1st to ensure that eligibility for utility fee credit does not lapse.

All submittals shall be sent to:

Stormwater Management Program  
212 Oakley Plantation Drive  
Moncks Corner, SC 29461

Questions and comments can be directed to the Stormwater Program Coordinator, at (843) 719-4195 or by [webswmp@berkeleycountysc.gov](mailto:webswmp@berkeleycountysc.gov)

## Property Owner Information

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

**Owner's Representative (Engineer/Landscape Architect from initial application)**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

Registration Number (PE or RLA): \_\_\_\_\_

**Property Information**

Business Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_ Property Size (ac): \_\_\_\_\_

Impervious Surface (ac): \_\_\_\_\_

**To be Signed by Financially Responsible Party**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

By signing below, I understand that receipt of a stormwater utility fee credit is contingent upon my actions as follows:

1. I (or my representative) must operate and maintain the SCM as described in the recorded Operation & Maintenance Covenant.
2. I must submit an annual SCM inspection report to the Stormwater Department.
3. I (or my representative) must correct any deficiencies identified in the annual SCM inspection report.
4. I must submit this annual renewal application along with the SCM inspection report.
5. I have read the "Stormwater Utility Fee Appeals & Credit Manual". I understand that I must abide by all items and conditions described in the manual to maintain credit eligibility.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Berkeley County Use Only**

( ) The Annual Inspection Report for the referenced SCM is acceptable.

( ) The Annual Inspection Report is not acceptable. Contact the Berkeley County Stormwater Management Program at (843) 719-4195 as soon as possible to discuss necessary maintenance requirements or remedial actions.

This annual renewal is considered incomplete until all issues are resolved.

( ) The necessary corrections were made on \_\_\_\_\_

Approved: \_\_\_\_\_

Stormwater Coordinator