City of Galax

STORMWATER UTILITY FEE ADJUSTMENT APPLICATION

Environmental Program Manager, 111 E. Grayson Street, Galax, VA 24333 --- Telephone 276-236-7380

Property Information

Tax Parcel Map ID #:	Property Address (if available):
Property Owner:	
Address:	
Telephone Number:	Email Address:
Complete contact information be	elow, if someone other than property owner is applying for fee adjustment
Owners Agent:	
Address:	
Telephone Number:	Email Address:

Requirements for Stormwater Utility Fee Adjustment Request

Tax parcel owner may request an adjustment of the stormwater utility fee by submitting this Adjustment
Application to the City of Galax Environmental Program Manager located in the Galax Municipal Building at 111 East
Grayson Street. The Stormwater Management Ordinance requires that processing of utility fee adjustments are
limited to correction of the errors described below. Applicants must respond "Yes" and provide the requested
information to at least one of the following errors:

Error in Measured Square Footage of Impervious and Manufactured Material Surface Area

Is the measured impervious surface area outside of the "Range of Impervious Area" contained in the *Stormwater Management Ordinance Section 1-19 Stormwater Utility Fee – subsection (i) Stormwater Utility Fee Calculation – paragraph (6)*?

YES [] NO []

If the request for adjustment is regarding an error in the measured impervious surface, a plan view of the tax parcel's impervious surface area must be submitted with the application, and shall be prepared at the owner's expense. The plan must show all impervious surfaces and label their dimensions within the tax parcel boundaries. The requirement for a plan view of the tax parcel's impervious surfaces may be waived, if in the sole discretion of the Administrator the error is obvious and is the result of a technical error or oversight by the City. In such case, the City shall be responsible for recalculating the impervious surface of the tax parcel.

Tax Parcel is Exempt Under the Provisions of Subsection (g) Exemptions

Is the parcel owned by a federal, state, local government or public entity exempt under the *Stormwater Management Ordinance Section 1-19 Stormwater Utility Fee – subsection (g) Exemptions*? YES [] NO [] If yes, submit a copy of the property deed with this Adjustment Application.

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Mathematical Error in the Stormwater Utility Fee Calculation

Is the stormwater utility fee calculation incorrect?	YES[] NO[]
The property owner shall submit with this Adjustment Application a map sketch showing in	npervious and pervious
surface areas with calculations that fully demonstrate mathematical errors on the parcel. A	dditionally, the
property owner shall provide the proposed correct Equivalent Residential Unit (ERU) numb	er from the <i>Stormwater</i>
Management Ordinance Section 1-19 Stormwater Utility Fee – subsection (i) Stormwater Ut	tility Fee Calculation -
paragraph (6) that is associated with the calculated impervious surface area.	
Tax Parcel Owner Identification Error	
Is the tax parcel owner incorrectly identified?	YES[] NO[]
If known, applicant should provide name and contact information for the property owner.	
An Approved Utility Fee Credit Incorrectly Applied	
Is a City of Galax approved on-site stormwater facility been installed, properly documented a	and continuously
maintained in accordance with Stormwater Management Ordinance Section 1-19 Stormwat	er Utility Fee –
Subsection (j) Stormwater Utility Fee Credits?	YES[] NO[]
If yes, submit copies of approval documentation for the on-site stormwater facility fee cred	lit.
Please provide a brief description of the specific complaint for requesting the stormwater	r utility fee adjustment.
I hereby certify that I have the authority to make the foregoing application and that submitted is true to the best of my knowledge.	t the information
Printed Name Signature	Date
NOTE: The Galax City Engineering Department (Administrator) shall make a determination of receipt of a complete Adjustment Application submittal. In the event that the Administ appeal is deficient or incomplete, the Administrator shall offer the owner thirty (30) days information from the time of the determination. If the information is not provided to the additional thirty (30) day period, the request will be deemed withdrawn.	trator finds that the to supply the missing

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The Administrator's decision on a fee adjustment petition is a final decision from which an aggrieved party may appeal to the Circuit Court of the jurisdiction within thirty (30) days after the date of such decision, after which

time no further appeal shall be allowed.