



Storm Drainage Utility Procedure for Commercial or Non-Residential Appeals of Stormwater Fee

Public Works- Engineering

March 2009

1. The purpose of an appeal is to review the impervious area (which sets the fee) for a single non-residential property. Staff utilizes the city's Geographic Information System (GIS) to determine the areas for billing purposes.
2. A pre-filing interview may be held by the City Engineer or their designee.
3. The following documents must accompany the application:
 - A. The submitted application must be signed by the owner of the property. If the applicant is not the owner, a notarized document showing authority to request the variance must accompany the application.
 - B. Copy of recent utility bill
 - C. Metes and bounds (field notes) if property has not been platted or when an appeal is requested on a portion of a platted or unplatted tract describing the portion. A registered surveyor's seal must appear on the metes and bounds.
 - D. Professional Engineer or Land Surveyor exhibit of impervious area measurement and calculations (see sample exhibit):
 - i. Total impervious area
 - ii. Total pervious area
 - iii. Total lot acreage
 - E. Fee of \$100.00 payable by check to the City of Hurst
4. Public Works Engineering Division will have responses within 10 business days of the receipt of the completed appeal form and attached documentation.
5. In order for an appeal to be granted, the exhibit and calculations must clearly show an impervious amount smaller than the current billing amount. The equation for doing so is:

$$\text{\$Bill amount} / \text{\$1.196888(billing rate)} / 1000 \text{ SF} = \text{SF adjusted impervious area}$$
$$\text{SF adjusted impervious area multiply discount rate} = \text{total impervious area}$$



Storm Drainage Utility Appeal Form for Commercial Appeal of Stormwater Fee

Public Works- Engineering

March 2009

Date: _____

I, the undersigned owner or _____
(Option-holder, etc.)

of the following described real property located in the City of Hurst, Texas, hereby make application for a request for an appeal of impervious area calculations as related to the Storm Drainage Utility "Stormwater Fee."

LEGAL DESCRIPTION

Lot _____, Block _____, of _____ Addition. (If request is on a portion of platted property or property that is still in a survey, attach metes and bounds prepared by a registered surveyor.)

Street Address: _____

Utility Billing Account Number: _____

New amounts:

1. Total impervious area = _____ SF
2. Total pervious area = _____ SF
3. Total lot acreage = _____ SF = _____ Acres

Signature & Stamp of PE or RPLS

Printed Name of PE or RPLS

Address

Telephone

Email

Signature of Applicant

Printed Name of Applicant

Address

Telephone