



City of Alexandria, Virginia
 Transportation & Environmental Services
Application Form for Stormwater Utility Fee Credits – Single Family & Townhomes

PART 1 Applicant Information

PROPERTY ADDRESS _____

ACCOUNT NUMBER _____ Lookup at realestate.alexandriava.gov.

OWNER / APPLICANT NAME _____

PHONE NUMBER _____

E-MAIL ADDRESS _____

PART 2 What do you do to reduce stormwater runoff or improve its quality? Check all that apply.

<input type="checkbox"/> My community maintains structural stormwater facilities such as dry ponds or sand filters that were required to be installed during development or redevelopment.	<input type="checkbox"/> This year, I planted new native trees on the property.	<input type="checkbox"/> I perform stormwater friendly landscaping and/or use more than just conventional stormwater management on my property.
<p>➡ If checked, complete Part 3. Only one application is required if the maintenance agreement is held by an association or by multiple properties.</p>	<p>➡ If checked, complete Part 4.</p>	<p>➡ If checked, complete Part 5.</p>

PART 3 Structural Stormwater Facilities

FACILITY ID(s)	TYPE OF STRUCTURE

This section applies to the credit categories for mandatory stormwater facilities (best management practices and detention facilities) and voluntary green infrastructure facilities. Visit alexandriava.gov/Stormwater to access the Stormwater Utility Fee Credit Policy Manual and learn more. Contact stormwater@alexandriava.gov if you are interested in voluntary green infrastructure credits.

Documentation & Certifications:

- I am submitting with this application a [Certification of Proper Functioning and Maintenance Form](#) that has been completed by a qualified professional within the prior year.
- The owner/applicant has or will execute and record an Operation & Maintenance Agreement.

PART 4 New Native Tree Planting

SPECIES	CALIPER (MINIMUM 1")
TREE #1	
TREE #2	
TREE #3	

Large Single Family Homes must plant at least three new native trees to receive the maximum one-time-only, rebate-like credit of 30%; two for Typical Single Family Homes; and one for Townhouses. Trees must be locally or regionally native, as indicated on the [City of Alexandria Plant Lists](#) that are found with the City of Alexandria 2019 Landscape Guidelines.

Documentation:

- I am submitting with this application the following documentation for each tree: receipt of purchase, a photo of the location where each tree is to be planted prior to planting, and a photo of the tree after it is planted.





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PART 5 Flat Credit Menu of Practices for Single Family Homes and Townhouses

Available credits are for annual maintenance of structural stormwater facilities on an individual lot or annual landscaping and fertilizing practices. Eligible structures are based on the Virginia Best Management Practice clearinghouse standards and specifications that are required of development and redevelopment projects in Virginia. These Best Management Practices go above and beyond conventional stormwater drainage design to reduce the volume of stormwater runoff, slow it down, and treat it near its source. To learn more about these homeowner-friendly stormwater practices visit alexandriava.gov/Stormwater. Links to self-certification forms of proper functioning are provided in the table. Self-certification forms contain additional checklists for annual inspection and maintenance.

Documentation & Certifications:

I am providing documentation to demonstrate that the practice(s) applied for meet minimum design and construction standards for such practice. If documentation provided in the prior year successfully demonstrated that the minimum design criteria were met, as evidenced by an awarded credit, this requirement may be waived. However, nothing in this form precludes the City of Alexandria from requiring additional documentation.

Photos of vegetation should be taken during the growing season. Avoid waiting until the winter credit application window to take photos of practices with plants, as they will likely be dormant. Current photos are required annually regardless of prior demonstration of design criteria.

I am submitting with this application both photos taken within the prior year and self-certification checklists to demonstrate that each eligible practice is maintained and fully functioning.

CHECK ALL THAT APPLY

DOCUMENTATION

NO FERTILIZER PLEDGE (3%)

I pledge to maintain a dense cover of turf or conservation landscaping without the use of chemical fertilizers for one year.

RAIN BARRELS (2-8%)

Number of rain barrels (up to 4):

Photo(s) clearly showing each barrel and its downspout connection

Photo(s), a hand sketch, or other drawing clearly showing each barrel's location on the property

[Rain barrel](#) form for certification of proper functioning

CISTERN (10%)

Gallons of storage:

(If above ground) photo(s) clearly showing the cistern or (if underground) design drawings or photos(s) from its installation

Photo(s), a hand sketch, or other drawing clearly showing its location

[Cistern](#) form for certification of proper functioning

CONSERVATION LANDSCAPING (10%)

Photo(s) showing each landscaped bed

A hand sketch, or other drawing showing each landscaped bed's location on the property and estimated percentage of native plant cover

A list of native plants in each landscaped bed

[Conservation landscaping](#) form for certification of proper functioning



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MANDATORY DETENTION (10%)

DRY WELL / INFILTRATION (10%)

FLOW THRU PLANTER BOX (15%)

RAIN GARDEN (15%)

PERMEABLE PAVEMENT (20%)

VEGETATED GREEN ROOF (20%)

DOCUMENTATION

Development plan or its number that has the mandatory detention requirement and design information (typically this shows an underground pipe and water quality calculations)

[Residential mandatory detention](#) form for self-certification of proper functioning

Photos(s) from installation and/or drawings clearly showing the design of the structure and its location on the property

Infiltration test results in inches per hour

[Dry well](#) or [infiltration](#) form for certification of proper functioning

Photo(s) of the planter box itself

Photo(s), a hand sketch, or other drawing clearly showing its design details and location on the property

[Flow thru planter box](#) form for certification of proper functioning

Photo(s) of the rain garden that show plantings and a bowl-like depression for ponding during rainstorms

Photo(s), a hand sketch, or other drawing clearly showing its design details and location on the property

[Rain garden](#) form for certification of proper functioning

Photo(s) showing the pavement surface

Photo(s), a hand sketch, or other drawing clearly showing its design details and location on the property

Proof that the pavement system includes a gravel reservoir

[Permeable pavement](#) form for certification of proper functioning

Photo(s) of the green roof

Photo(s), a hand sketch, manufacturer’s information, or other drawing clearly showing its design details and location on the property

[Green roof](#) form for certification of proper functioning

PART 6 Signature

By submitting this SWU Fee Credit Application, I certify that the information provided is true, accurate, and complete to the best of my knowledge and belief.

SIGNATURE

DATE

Return completed form with supporting documentation:

By mail:
 Stormwater Management
 2900-B Business Center Drive
 Alexandria, VA 22314

By email:
stormwater@alexandriava.gov



If you are having trouble viewing or using the fillable form, try these tips at:
<https://portal.ct.gov/DEEP/About/Tips-for-Viewing-and-Using-Fillable-PDFs>