

**Credit Application**  
**Baldwin Borough Stormwater Fee**

This application is for property owners to request a credit be applied to his or her stormwater fee. Pertinent sections must be completed in entirety. To initiate the review of the appeal, please submit one application per property to the Authority Secretary at the following address:

**3344 Churchview Avenue**  
**Pittsburgh, Pennsylvania 15227**

Applications must be received within 30 days of the charge being mailed to the property owner.

Date: \_\_\_\_\_ Parcel No.: \_\_\_\_\_

**Property Owner Information:**

Applicant Name: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_

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

**Applicable Credit:**

\_\_\_ Post Construction Stormwater Management Best Management Practice (PCSM BMP)  
(Maximum 50% Fee Reduction)

\_\_\_ Public Education Credit (Maximum 10% Fee Reduction)

**Application Checklist: Please include all necessary documents when submitting application.**

\_\_\_ Completed Application

\_\_\_ Written Description of Credit

If appeal is related to PCSM BMPs, please include the following additional documentation (Please note that applications for PCSM BMP Credits may only be submitted once):

\_\_\_ Documentation that the PCSM BMP has been installed and maintained. Documentation may include but is not limited to:

- As-Builts Plans of the PCSM BMP
- Sealed Design Drawings
- Stormwater Management Report demonstrating compliance with the Borough Stormwater Ordinance and/or designed to control the 100-year storm event,

- Annual inspections completed by a licensed professional or Borough approved agent indicating the PCSM BMP has been maintained per the Operations and Maintenance Plan or per PADEP BMP Manual.

\_\_\_ Photographic documentation of the condition of existing PCSM BMP

\_\_\_ Recorded Operation and Maintenance Agreement (If not completed, an Operation and Maintenance Agreement must be recorded with the Borough)

If appeal is related to the Public Education/Involvement Credit, please include the additional documentation. Further, in order to achieve the full credit, a minimum of 20 man-hours must be provided (i.e., 5 people attend event, the event must last 4 hours).

Please note that applications for Public Education/Involvement Credits must be submitted yearly. All applications must be submitted to the Borough no later than October 1 of each year and all additional required documentation must be provided to the Borough no later than November 30 of each year. The Public Education/Involvement Credits will be applied in the following billing year:

\_\_\_ Flyer and/or advertisement of the event

\_\_\_ Description/agenda of event

\_\_\_ Sign-In Sheet of attendees

\_\_\_ Group photo after event completion

### **Credit Description**

Please provide detailed description as to the credit being applied for and the percentage that is being requested for fee reduction.

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*The Credit Applicant hereby certifies that the statements made herein and representations contained in all accompanying matter as part of this application are true and correct and the applicant is the Owner of the property identified herein. The Applicant/Owner shall be responsible for reviewing and fully understanding all provisions of the Borough of Baldwin Stormwater Authority Fee Resolution. The Applicant/Owner grants Baldwin Borough Officials the right to enter onto the property for the purpose of inspection and verification of the statements made herein.*

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

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FOR BOROUGH USE ONLY

Received By: \_\_\_\_\_ Date Received: \_\_\_\_\_

Application Complete

Reviewed By: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Credit Granted

Credit Denied

Description of Reduction: \_\_\_\_\_

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