



DWSD Drainage Program
 6425 Huber
 Detroit, MI 48211
 313.267.8000 (option 6) | drainage@detroitmi.gov

Drainage Charge Credit Application

Email completed application and supporting documentation to:

drainage@detroitmi.gov

Alternatively, applications can be mailed to:

DWSD Drainage Program

6425 Huber

Detroit, MI 48211

Additional questions? Email drainage@detroitmi.gov or call 313.267.8000 (option 6)

Contact Information *(Please print or type)*

1. Property Owner (Business Name): _____

2. Contact Name (Name and Title): _____

3. Mailing Address: _____

Street Address City Zip

4. Phone: _____ 5. Email: _____

6. Authorized Representative (name, address, email)

DWSD drainage account must be established with name and tax identification number prior to being eligible for credits. Any consultant representative of the owner must have an authorization letter with the application.

Service Location Information *(Please print or type; use back if necessary)*

7. Service Address: _____

8. For each parcel, include Parcel ID and DWSD Account Number, attach separate list if necessary:

Item	Parcel ID	DWSD Account Number
1		
2		
3		

9. Is this submittal for an: *(Note: a separate application form should be used for existing and proposed practices)*

- Existing Practice, disconnected impervious area ONLY
- Existing Practice, disconnected impervious area AND other practices
- Existing Practice, NOT disconnected impervious area
- Proposed Practice(s), disconnected impervious ONLY
- Proposed Practice(s), other than disconnected impervious areas

10. Complete table of overall site data. This table should include all parcels for which a credit is sought.

- Overall site data *(Note: use consistent units as appropriate based on parcel size. Acres should be shown to the 0.01 acre)*

Total Site Area (acres or sq. ft.)	
Total Impervious Area (acres or sq. ft.)	
Managed Impervious Area (acres or sq. ft.)	

11. List proposed stormwater management practice(s) and the calculated amount of credit(s). Attach a separate sheet, if needed.

Stormwater Management Practice	Calculated Credit (%)

Total calculated credit: _____%

12. Description of stormwater management practice(s) project:

Provide a brief narrative description of the project you are proposing or have installed that provides stormwater management and is thus eligible for credits(s).

13. For Disconnected Impervious Areas. Complete Attachment 1, Application Package for Disconnected Impervious Surfaces.

14. For engineered practices. Use the following check list to indicate the information that is included with the application. Information on submittal requirements is included in Attachment 2: Table of Submittal Information Requirements.

Item	Credit for New Practices	Credit for Existing Practice
Scaled Site Plan showing all parcels and surface features	<input type="checkbox"/>	<input type="checkbox"/>
ALTA Survey (optional)	<input type="checkbox"/>	<input type="checkbox"/>
Existing roof drainage system defined (with drainage areas)	<input type="checkbox"/>	<input type="checkbox"/>
Proposed roof drainage system defined (with drainage areas)	<input type="checkbox"/>	
Existing site drainage and sewer system defined (with drainage areas)	<input type="checkbox"/>	<input type="checkbox"/>
Geotechnical investigation results, if applicable	<input type="checkbox"/>	<input type="checkbox"/>
Environmental history of site	<input type="checkbox"/>	
Drainage areas to each practice defined	<input type="checkbox"/>	<input type="checkbox"/>
Practices defined. Provide table for each practice indicating the: type of practice, practice area, volume, equivalent water depth (retention and detention zones), infiltration rate	<input type="checkbox"/>	<input type="checkbox"/>
Identification of proposed connections to DWSD Sewers, if applicable	<input type="checkbox"/>	
Complete engineered drawings stamped by a registered Professional Engineer or Landscape Architect.	<input type="checkbox"/>	
Complete listing of permits applied for/ expected	<input type="checkbox"/>	
Photographs clearly showing existing practices		<input type="checkbox"/>
Maintenance Plan	<input type="checkbox"/>	<input type="checkbox"/>

15. Provide performance data for standard stormwater practices for the following practices: bioretention, permeable pavement, disconnected impervious surfaces (proposed), roof drain disconnection (proposed). Provide the following information in a table, spreadsheet or in the credit calculator tool. Each practice will require this information.

Total Managed Area (acres or sq. ft.)	
Managed Impervious Area (acres or sq. ft.)	
Stormwater Practice Type	
Stormwater Practice Area (acres or sq. ft.)	
Retention Zone Equivalent Water Depth (inches)	
Retention Zone Volume (Generally this is a calculated value based on the practice area and the equivalent water depth).	
Detention Zone Equivalent Water Depth (inches)	
Detention Zone Volume (Generally this is a calculated value based on the practice area and the equivalent water depth).	
Detention Volume (for detention ponds or similar)	

16. Provide performance data for green roof and include the following information:

- Dimensional drawing of the portion of the roof that is green.
- Dimensional drawing of green roof cross section.
- Calculations estimating performance (EPA national stormwater calculator is preferred), see *A Guide to Credits for Commonly Used Stormwater Management Practices*

17. Provide performance data for stormwater storage and reuse systems and include the following information:

- Total tributary area to the stormwater storage
- Impervious area to the stormwater storage
- Data for the water reuse. See *A Guide to Credits for Commonly Used Stormwater Management Practices* for details on required information.

18. For other systems of practices or for more complex sites, contact DWSD for additional information on submittal requirements.

Owner Certification and Right-Of-Entry

I certify that the above information is true to the best of my knowledge. I further understand that the DWSD drainage credit will be based on the information provided. DWSD may revoke the credit if it later determines that the information provided is inaccurate. By signing below, I agree to allow DWSD drainage charge staff or inspectors on-site to review and verify the information above.

19. Signature of Owner/Authorized Representative

20. Print Name

21. Date

DWSD may publish in any media of communication (print, news, television, radio, Internet, etc.) some or all of the information submitted in this application, including, but not limited to the amount of GSI credits awarded.

INSTRUCTIONS FOR COMPLETING THE CREDIT APPLICATION

1. Property Owner – Legal name of property owner, business or organization.
2. Contact Name – Name and title of contact person.
3. Mailing Address – Address of property owner from Item 1.
4. Phone – Of property owner of the application.
5. Email Address – of property owner for the application.
6. Authorized Representative – if the property owner has an authorized representative, provide contact information here. Make sure that a letter of authorization is included with the application.
7. Service Address – Include if different than Item 3.
8. Parcel Number – Each piece of land has its own parcel number. This information is found on the bill or the Parcel Viewer. If there are multiple parcel numbers, list those also. If necessary, attach a separate and complete list to the application, and note in Item 8, “See attached list”.
DWSD Account Number – The account number can be found on the bill.
9. Identify the type of submittal
10. Overall site data. Identify the characteristics of the overall site. If multiple parcels that function as one site, this should refer to the group of parcels.
11. Calculate the credit for each practice and overall site credit and provide in table. See *A Guide to Credits for Commonly Used Stormwater Management Practices* for details on how to calculate practice and overall site credits.
12. Provide a narrative description of the drainage credits that are expected.
13. Disconnected impervious areas. If this application is for disconnected impervious area credits, complete attachment 1. Attachment 1, a dimensional site drawing and photographs are sufficient for a disconnected impervious credit.
14. Application submittal checklist. The applicant should assemble their data package based on the type of credit/ determination sought. The requirements for items differ based on the type of submittal. Reference the Table of Submittal Information Requirements (attached). All items should be provided for the submittal to be administratively complete.
15. Performance data for standard stormwater practices. Provide the requested information in a table/ spreadsheet or with the credit calculator tool.
16. Green roof performance data. Submit the requested information.
17. Water reuse system data. Submit the requested information. See *A Guide to Credits for Commonly Used Stormwater Management Practices* for details on required information.
18. More complex sites will require special coordination with DWSD.
19. Property Owner Signature – After review of the Owner Certification and Right-of-Entry, property owner signature is required to allow access to the property for site inspections.
20. Property Owner Printed Name
21. Date