

FEE IN LIEU OF STORMWATER MANAGEMENT APPLICATION PROCESS

In select circumstances, a fee may be furnished in lieu of meeting stormwater management (control) requirements. This "fee in lieu of" providing a SWM plan and subsequent construction will be utilized by the Department of Planning & Zoning, Development Engineering Division in conjunction with the Howard County stormwater management program. The application and processing of this fee shall be per criteria outlined in Design Manual Volume I, and the following procedures:

1.0 BASIC INFORMATION

- What is required? A formally written request by a registered (Maryland) professional engineer.
- To whom is it sent? Chief, Development Engineering Division, Department of Planning & Zoning.
- When should it be sent? Anytime, but ideally at Preliminary Plan stage.
- Who processes the request? The Development Engineering Division, Department of Planning & Zoning with assistance from the Bureau of Engineering, Department of Public Works.
- How long for the review? Approximately three weeks for an initial response; formal response will be a letter from the Chief, Development Engineering Division, Department of Planning & Zoning.
- Payment to whom? Director of Finance
- When is payment due? Prior to execution of Site Development Plan or Final Plat.

2.0 APPLICATION (2 Sets)

2.1 COVER LETTER SHALL INCLUDE:

- Project Name
- DP&Z File Number
- Reference to Design Manual, Volume I.
- Basis of application (See 3.0 below)
- Signature by a registered (Maryland) Professional Engineer

2.2 BACKUP INFORMATION GENERALLY IN FORM OF LETTER REPORT TO INCLUDE:

- Location of the project on tax map, 200' floodplain studies, soils map, and drainage basin. All maps must be referenced.
- The existing and proposed hydrological conditions and the required storage.
- Analysis of the impact downstream (if any).
- The means of providing water quantity control and backup computations.
- The computation of the fee amount, per Design Manual, Volume I.

3.0 BASIS OF APPLICATION

The Development Engineering Division, Department of Planning & Zoning, will evaluate the application based principally on whether it is "in the best interest of the County," per Design Manual, Volume I. We will consider it in our best interest if:

- There is no adverse impact as principally defined by the potential of harm to human health, welfare, safety, or property;
- It is impractical or undesirable to construct, maintain, or operate a stormwater management facility (or facilities) on site;
- There would be a negative, measurable environmental impact if the stormwater management facility (or facilities) is provided; and
- There is an advantage to using the "fee in lieu of" to measurably benefit the County (e.g., watershed studies, add on to planned Capital Projects, etc.).

The above needs to be addressed clearly in the cover letter as part of basis of application (see 2.0 above).

4.0 OTHER NOTES

- Where an existing regional stormwater management pond is to be utilized, a fee in lieu may be necessary if the County has contributed to the construction of that pond.
- The storage volume should be calculated based on the preferred stormwater management method of infiltration.
- Where structural measures are used for water quality control, the volume used will be credited in computing the storage volume.

Contact the Development Engineering Division, Department of Planning and Zoning at (410) 313-2420 if there are further questions.

5.0 APPLICATION/REVIEW FEE

The application is considered a Design Manual Waiver request. The required fee approved by Council shall be required and be made payable to the Director of Finance. The fee should be:

1. Submitted along with the waiver to the Chief, Development Engineering Division, Department of Planning & Zoning; or
2. Your courier should take the check to the Cashier's Office on the second floor of the George Howard Building and deposit the fee in **ACCOUNT #1000000000-3000000000-432580**. The "pink" receipt should be submitted along with the package.