

# POLLUTION CONTROL & FLOOD REDUCTION FEE CREDIT APPLICATION



Please complete and return this form to (submit one form for each property):

Municipality of Monroeville  
ATTN: Municipal Manager – PCFR Fee Credit Application  
2700 Monroeville Boulevard  
Monroeville, PA 15146  
Phone 412-856-3303; Fax 412-856-3366  
Email: brownd@monroeville.pa.us

**\*\* NOTE THAT ALL APPLICATIONS MUST BE RECEIVED BY SEPTEMBER 15<sup>TH</sup> FOR CREDIT FOR THE FOLLOWING YEAR \*\***

---

## **Owner's Information**

Owner's Name:   
Owner's Mailing Address:   
Owner's Phone:  Owner's Fax:  Owner's Email:

---

## **Property Information (all information can be found on your bill)**

Property Address:   
Lot & Block Number:  Account Number:  CID #:  #ERU:

---

## **General Information**

Prior to proceeding with the credit application form please read and understand the information below.

The Municipality has developed a system of credits for Pollution Control & Flood Reduction (PCFR) Fee property owners who fall under the NSF (Not Single Family Residential) category to incentivize property owners to perform activities that assist the Municipality in achieving its NPDES permit obligations, specifically meeting its MCM#1 Public Education requirement and its Appendix E sediment/ nutrient reduction requirement. By incentivizing property owners through these credits the Municipality intends to educate students that it otherwise has a difficulty reaching, and to leverage private property owners to help the Municipality reduce sediment/ nutrients at lesser cost than the Municipality could do on its own.

**NO CREDITS ARE AVAILABLE TO RESIDENTIAL PROPERTY OWNERS** (properties classified as vacant, single family accessory, single family residential, duplex, multiple single family residences).

**PROPERTIES WHICH RECEIVE THE "DISCOUNT FOR CERTAIN RELIGIOUS INSTITUTIONS" WILL NOT BE ELIGIBLE FOR EITHER OF THE CREDITS LISTED BELOW.**

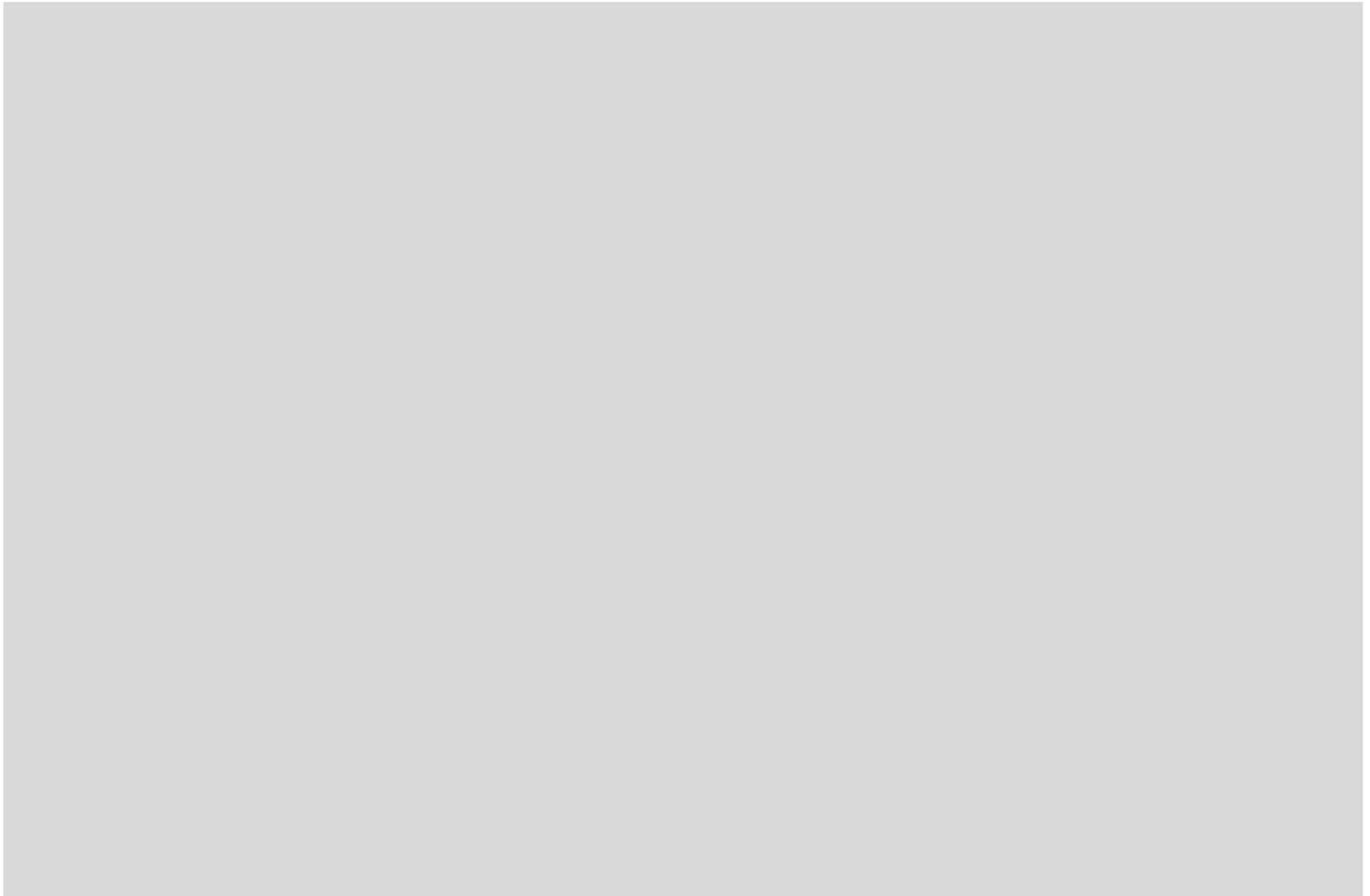
The Municipality offers two different Pollution Control & Flood Reduction Fee credits listed immediately below and more fully described in the Credit Manual. Please read and fully understand the requirements for obtaining these credits in the Credit Manual prior to making application:

- Sediment Reduction Credit
- Public Education Credit

**Credit Type: (Check all the boxes that apply (could be more than one) and provide documentation where requested)**

- Sediment Reduction Credit:**  
The applicant intends to install Best Management Practices (BMP's) in order to achieve a sediment reduction. The applicant must submit calculations in accordance with PADEP requirements sealed by a Registered Professional Engineer licensed in the Commonwealth of Pennsylvania. PA DEP regulations stipulate that "an MS4 may not reduce its obligations for achieving permit term pollutant load reductions through previously installed BMPs". Accordingly there can be no sediment reduction credit afforded to private property owners for private BMP's installed prior to the date of our current NPDES permit which is April 1, 2018. Put simply no credits will be considered if such BMP's were installed prior to April 1, 2018. The credit value will be \$8.00 per year per pound of sediment removal based on the calculation parameters above. The annual credit may not exceed 25% of the annual fee for a given property however the credit can extend over multiple years.
- Public Education Credit:**  
The applicant is listed by the PA Department of Education's Educational Names and Addresses database as "Regular School", "Nonpublic, Non-Licensed School", "Special Program Jointure", or "Career and Technical Center" and the applicant intends to undertake a curriculum of education activities that provides for at least two hours (in total) per calendar school year of education targeting water quality and the curriculum must provide this level of education for at least 90% of all enrolled students in each grade year. Those utilizing the credit must also provide measurable evidence of the effectiveness of the education such as documentation of before and after training quiz or test results. The annual credit may not exceed 10% of the annual fee for a given property.

**Credit Application General Description Area: (please attach additional sheets, calculations, drawings, etc. as necessary)**



---

**Application Fee:**

The Municipality requires an application fee to cover the costs associated with reviewing the credit application and accompanying documentation including staff time, consulting engineering fees, etc. The applicant will be required to pay a one-time application fee equal to \$25 per ERU of service for evaluation of the request up to a maximum of \$1,000.00.

Application Fee Enclosed:

---

**Certification:**

I certify that the information contained in the application is, to the best of my knowledge, correct and represents a complete and accurate statement. By signing below, I agree to allow the Municipality of Monroeville staff or inspectors on site to review and verify the above information.

Print Name:

Signature:

Date:

Date Received Administratively Complete:  (incomplete applications will be returned)  
Received By:   
Initial Response Due Date:  (30-days from receipt)  
Staff Person Assigned:   
Date Assigned:   
Staff Recommendation Date:   
Staff Recommendation:  Approve  Deny (attach supporting documentation)  
Decision Letter Mail Date:

**Final Disposition**

Modifications Required:  
Sediment Reduction Lifetime Credit:   
Sediment Reduction Annual Credit:   
Public Education Annual Credit:   
Total Annual Credit:   
Date Changes Made To Account At TCVCOG:   
TCVCOG Staff Who Processed:   
Revised Bill Send Date: