

**Gettysburg Borough Storm Water Authority
Lot Coverage Appeal Application**

Any GBSWA Property Owner who believes the Lot Coverage Area calculation for their property is incorrect, will need to complete this Appeal Application in its entirety with all required supporting documents for each Parcel.

Please fill out all Sections of this form, except for Sections marked "For GBSWA Use Only"

General Information:

Submission Date: _____

Name of Property Owner: _____

Mailing Address: _____

Contact Person: _____

Email Address: _____

Telephone Number: _____

Property Information:

Property Address: _____

Parcel ID Number: _____

Checklist:

REQUIRED ITEMS THAT MUST BE SUBMITTED WITH THIS FORM FOR ADMINISTRATIVE COMPLETENESS:

Please note that any submitted documentation will not be returned to the Property Owner and will become a record attached to the land parcel for future reference.

- A copy of the Property Owner's GBSWA Billing Notice.
- Full payment has been made to the Borough. (Check No. _____ Date _____)
- The Property Owner's Estimate of their Property's Lot Coverage Total Area _____ sq. ft.
- Sketch Plan and/or Aerial Drawing of Property with dimensions of all Lot Coverage Areas labeled. (See Page 2 "Lot Coverage Sketch Plan Example")
- Photos of Lot Coverage.

PROPERTY OWNER STATEMENT

The Property Owner or Authorized Representative agrees, by signing below, that they have completed this form to the best of their knowledge and that the information contained in this document is true and accurate. The Property Owner or Authorized Representative also agrees that they have read and understand the Gettysburg Borough Storm Water Authority Rates, Rules, and Regulation Policy Manual, latest edition and the appeal review process. The Property Owner or Authorized Representative understands that if the appeal is granted, the bill will not be changed until the next billing cycle, and a refund may be issued.

Signature of Property Owner or Authorized Representative

Date

Printed Name of Property Owner or Authorized Representative

SUBMISSION OF APPEAL APPLICATION

PLEASE MAIL OR EMAIL THE COMPLETED APPLICATION AND ALL REQUIRED SUPPORTING DOCUMENTS TO:

**Gettysburg Borough Storm Water Authority
Attn: Debra English
59 East High Street, Gettysburg, PA 17325**

"FOR GBSWA USE ONLY"

APPEAL TRACKING

Received by Borough

By: _____

Date: _____

Administratively Complete

By: _____

Date: _____

Technical Review

By: _____

Date: _____

Appeal Determination

By: _____

Date: _____

Freedom Software Updated

By: _____

Date: _____

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Email: DEnglish@gettysburgpa.gov

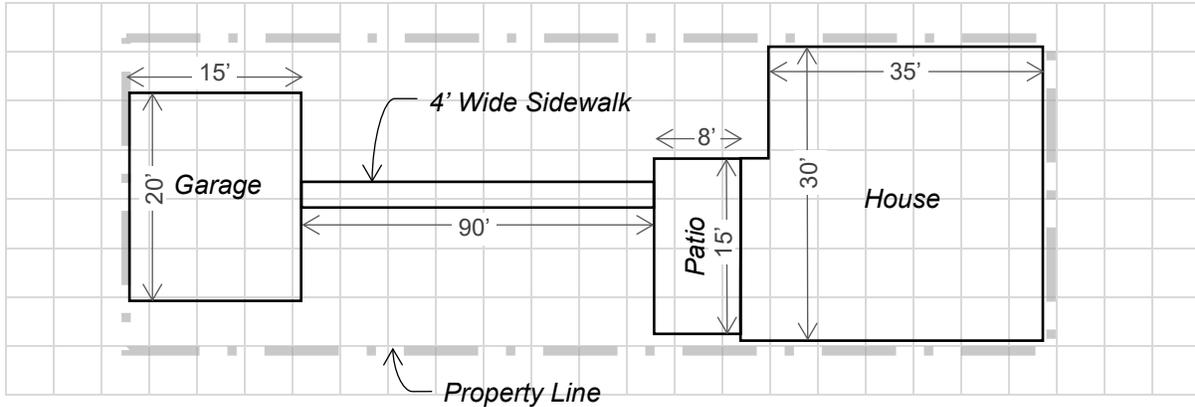
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Lot Coverage Sketch Plan Example:

As defined by the Gettysburg Borough Storm Water Authority Rates, Rules, and Regulation Policy Manual, latest edition.

Impervious Area – An area that does not allow, or allows only with great difficulty, the movement of water into the ground. Also known as Impervious Areas (IA), Impervious Surfaces, or IAs, include, but are not limited to: Roofs, Additional outdoor living spaces, Patios, Garages, Storage sheds and similar structures, Parking or driveway areas, and any private streets or sidewalks, or other improved areas that are determined to be impervious by GBSWA, the Borough’s Storm Water Ordinance, or its Engineer.

Lot Coverage – An area or surface covered by any non-organic material such as buildings, paved areas, gravel areas, and other like-type surfaces including but not limited to impervious area.



“FOR GBSWA USE ONLY”

Verification of Lot Coverage:

<i>Calculation of Lot Coverage Area</i>	<i>Square Foot</i>
Roofs (House)	_____
Garages	_____
Storage Sheds/Similar Structures	_____
Driveway/Parking Areas	_____
Private Sidewalks/Streets	_____
Patio/Decks	_____
Other: _____	_____
Other: _____	_____
Other: _____	_____
Total Impervious Area:	_____

Appeal **DENIED** by
Gettysburg Borough
Storm Water Authority this
_____ day of _____, 20____

Borough Official Signature

- or -

Appeal **GRANTED** by
Gettysburg Borough
Storm Water Authority this
_____ day of _____, 20____

Borough Official Signature

Appeal Summary:

Appeal Status: GRANTED DENIED

Change in ERU: YES NO

New ERU: _____ ERUs

Reason for Denial / Review Comments: _____