



Town of Clarksville  
Utility Department  
2000 Broadway, Clarksville, IN 47129  
812-282-0441  
Townofclarksville.com/wastewater

## STORMWATER FEE APPEALS / REQUEST FORM

### Contact Information:

Account #: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

### Property Information:

Parcel Number: \_\_\_\_\_

Address (if different from contact information): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Type of Appeal:** (Check all the boxes that apply and provide documentation where indicated)

**Location:** Impervious surfaces or structures are not at this location.

*Please describe your appeal in the fee appeal description area provided on page two of this form. Please indicate the location of the surfaces or structures in question as identified and billed by the City, then indicate the location of the surfaces or structures as to where you believe them to be located.*

**Existence:** Impervious surfaces or structures whose existence or identification is believed to be incorrect as billed.

*Please describe your appeal in the fee appeal description area provided on page two of this form. Please indicate which structures or surfaces that have been either removed by you or which structures or surfaces have been misidentified by the City on your stormwater utility bill. Please include a photo of the area in question either in printed form or attached in digital form to an email.*

**Area:** Impervious surfaces or structures differ in size than billed.

*Please provide the measurements of all impervious surfaces at this location on an attached sketch or a certified survey or recorded plat created within the past 12 months, indicating the area in square feet of all impervious surfaces on the property.*

*Impervious surface means a surface which, because of its composition or compacted nature, impedes or prevents natural infiltration of water into the soil, including, but not limited to, roofs, solid decks, driveways, patios, sidewalks, parking areas, tennis courts, concrete or asphalt streets, or compacted gravel surfaces. Wooden slatted decks and the water area of swimming pools are considered pervious.*

**Construction:** Impervious surfaces in question are identified incorrectly or have been specifically engineered to be pervious (or porous).

**Clarksville Staff verification of appeal information:**

All appeals will be subject to verification via geographic information systems using aerial photography and or satellite imagery and/or a site visit by Town staff.

Filing of this appeal provides Town staff with permission to access your property to determine location and ground measurement of the impervious area in question.

Property owners may not appeal the inclusion of gravel surfaces as an impervious surface on their stormwater fee, but may appeal the area size.

All appeals will be reviewed by the Public Works Staff, and a response will be sent via certified letter to the address as indicated under contact information above. Please allow 60 days from the delivery of the appeal form for a reply.

If it is found that the information submitted is correct, the Town will provide a credit of the difference between the amount billed and actual amount of impervious area. The credit will be retroactive to either the date of the changes made or the one year from the date of the appeal., whichever is less.

If it is found that information submitted on your appeal is inaccurate, the original stormwater fee will be retroactively instated.

\*\*\*Please note, that by submitting this appeal form that you 'the appellant' certify that all statements made on this form are true, complete and correct to the best of your knowledge and belief, and that any false statements or major omissions shall be considered sufficient cause for the addition of an \$100.00 administrative fee and the revocation of any adjustment. Also, you 'the appellant' further acknowledge that any or all information provided is subject to verification and hereby authorize the Town of Clarksville to conduct a site visit of your property as needed.

**Appeal Description Area:** *(please attach additional sheets, or photographs if necessary)*

