



# Stormwater Appeal of Charges Request Form

## Ordinance 845 or Section 13.22.110 of Municipal Code

- A. Any customer making a timely payment of the City's total utilities bill who considers the City's storm water charge incorrect as applied to their impervious surface area or who otherwise disagrees with the Utility's rate determination, may apply to the Utility Administrator for a service charge adjustment, stating in writing the grounds for such an adjustment. The Utility Administrator will determine whether an adjustment to the charge is necessary to provide for reasonable and equitable application of the Utility service charge.
- B. Appeals of decisions made by the Utility Administrator may be brought before the City Manager who may evaluate the determination of the Utility Administrator.
- C. Any appeal under this chapter shall be filed with the Utility Administrator no later than twenty (20) days after initial billing. Any subsequent appeal to the City Manager shall be filed with the City within twenty (20) days of the decision of the Utility Administrator. (Ord. 806 §11, 2009)

If you have any questions about this form please contact our Utility Billing Clerk at 503-543-7146 x221, [khead@cityofscappoose.org](mailto:khead@cityofscappoose.org) or by fax at 503-543-7182.

Date: \_\_\_\_\_ Account Number: \_\_\_\_\_

Name on the Account: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Service Address: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Evening phone: \_\_\_\_\_

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**Once all requested information is received the City can start the process to see if you qualify for reduction in stormwater fees.**

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**FOR OFFICE USE ONLY**

All information submitted: Yes \_\_\_\_ No \_\_\_\_

If no, information needed: \_\_\_\_\_

Account Number: \_\_\_\_\_

Current Stormwater ESU: \_\_\_\_\_ Revised Stormwater ESU: \_\_\_\_\_

Amount of Adjustment: \$ \_\_\_\_\_ Posted to Account by \_\_\_\_\_ Date: \_\_\_\_\_