



Snohomish County  
Public Works  
Surface Water Management

(425) 388-3464  
FAX: (425) 388-6455

3000 Rockefeller Ave., 3<sup>rd</sup> Fl., MS 607  
Everett, WA 98201-4046

## REQUEST FOR REVIEW OF SURFACE WATER SERVICE CHARGE

Service charge appeals and adjustments will include a review of the parcel's impervious service coverage in order to verify the accuracy of Surface Water service charges. Review methods can include but are not limited to: site visits, plan review, and review of most recent aerial imagery available to the County.

**Service charge adjustments** include billing errors such as incorrect watershed boundary, acreage, or land use classification. Requests for service charge adjustments must be received within **three** years of payment. Refunds for billing errors may be retroactive up to three prior years.

**Service charge appeals** include all other requests to modify the amount of the surface water service charge. To be effective for the current billing year, requests for service charge appeals **must be received by April 30<sup>th</sup>**. Applications received after April 30<sup>th</sup>, if approved, shall only be effective for subsequent years.

The requestor must identify which of the conditions (**circle appropriate item on the reverse side of this form**) apply to the property/properties being reviewed. In addition, all of the documentation required for each specific condition shall be attached to this request. If a detention/retention credit is being requested, a copy of the County approved plan for retention/detention system(s) must be provided. If the required documentation is not included, the request will be returned.

When determining whether a service charge adjustment or appeal is applicable, the Surface Water Management Director **may** consider additional contiguous parcels owned by the taxpayer. Decisions on requests for service charge adjustments or appeals shall be final unless appealed to the Superior Court of Snohomish County by Writ of Certiorari within thirty (30) days of the decision date.

Completed forms shall be returned to:

Utility Billing  
Snohomish County Surface Water Management  
3000 Rockefeller Avenue – MS 607  
Everett, WA 98201-4046.

Additional questions may be directed to our office at (425) 388-6474 or 1-800-562-4367 extension 6474.

**Property Owner/Taxpayer:** \_\_\_\_\_  
(name of record with Snohomish County)

	Parcel Number	Property Address	City	Contested Year(s)
1.				
2.				
3.				

**CONTINUE ON SEPARATE PAGE IF ADDITIONAL PARCELS WOULD LIKE TO BE CONSIDERED**

**CIRCLE THE NUMBER(S) BELOW THAT APPLY** as the qualifying condition(s) for this property (refer to [Snohomish County Code](#), Title 25 or Title 25A for detailed definitions—[www.SnohomishCountyWA.gov](http://www.SnohomishCountyWA.gov)).

**SERVICE CHARGE ADJUSTMENTS**

1. There is an error in the watershed boundary.
2. The acreage of the parcel is in error.
3. The land use classification of the parcel is in error.
4. The parcel is non-residential and the actual impervious surface coverage places it into a different service charge category.

**SERVICE CHARGE APPEALS (be sure to include required documentation with this form)**

**Credits:**

1. The parcel is not a single-family residence, condominium, or farm, and is served by a properly maintained and functioning retention/detention system required by Snohomish County Code [30.63A](#). **ATTACH DOCUMENTATION/PLANS OF APPROVED SYSTEM.**
2. The property is non-residential and contains an aquatic system that meets the detention standards of [SCC 30.63A](#), provided that said system is maintained in its natural state.
3. Public and private schools that provide water quality and/or watershed instruction that directly benefit the Surface Water Management program.
4. The parcel is within a diking, drainage, or flood control district and an annual special assessment is paid to the special district.

**Exemptions and Reductions:**

1. The parcel is owned by, and the personal residence, of a person determined by the Snohomish County Assessor to qualify for a low-income senior citizen or disabled persons exemption.
1. The parcel is a cemetery in accordance with [SCC 25.20.070\(1\)\(b\)](#).
2. The parcel is regulated by a valid and active permit issued by the Washington State Department of Ecology or the federal Environmental Protection Agency pursuant to the National Pollutant Discharge Elimination System (NPDES) permit program established by the federal Clean Water Act, codified at [33 U.S.C. § 1251](#) et seq.
3. The parcel is taxed as forest land under chapter [84.33](#) RCW, as timber land under chapter [84.34](#) RCW, or as open space land under chapter [84.34](#) RCW.
4. The parcel is a state, county or city right-of-way.
5. The parcel has a commercial rainwater harvesting system in accordance with [SCC 25.20.070\(4\)](#).

Describe the circumstances that merit a service charge appeal (attach extra pages if necessary)

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List the supporting documents submitted as part of the request (*attach extra pages if necessary*)

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I request review of the Surface Water Management service charge for the property/properties and year(s) identified on this form. I hereby certify that the information presented in this request is a true and fair

presentation of the facts relative to this request. I hereby give consent for Snohomish County to enter the parcels being reviewed, at an agreed upon time, for the purpose of reviewing the Surface Water Management service charge.

\_\_\_\_\_  
Contact Person (please print)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature of Requester

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
E-Mail Address