

RICHARD CLINE
MAYOR

JOHN BOYLE
VICE MAYOR

ANDREW COHEN
COUNCIL MEMBER

HEYWARD ROBINSON
COUNCIL MEMBER

KELLY FERGUSSON
COUNCIL MEMBER

Building
TEL 650.330.6704
FAX 650.327.5403

City Clerk
TEL 650.330.6620
FAX 650.328.7935

City Council
TEL 650.330.6630
FAX 650.328.7935

City Manager's Office
TEL 650.330.6610
FAX 650.328.7935

Community Services
TEL 650.330.2200
FAX 650.324.1721

Engineering
TEL 650.330.6740
FAX 650.327.5497

Environmental
TEL 650.330.6763
FAX 650.327.5497

Finance
TEL 650.330.6640
FAX 650.327.5391

**Housing &
Redevelopment**
TEL 650.330.6706
FAX 650.327.1759

Library
TEL 650.330.2500
FAX 650.327.7030

Maintenance
TEL 650.330.6780
FAX 650.327.1953

Personnel
TEL 650.330.6670
FAX 650.327.5382

Planning
TEL 650.330.6702
FAX 650.327.1653

Police
TEL 650.330.6300
FAX 650.327.4314

Transportation
TEL 650.330.6770
FAX 650.327.5497



701 LAUREL STREET, MENLO PARK, CA 94025-3483
www.menlopark.org

February 18, 2010

RE: Reduce Stormwater Pollution and Your Tax Bill

Dear Commercial, Industrial and Retail Property Owners:

The Federal Clean Water Act and State law require the City of Menlo Park to maintain a Storm Water Management Program (SWMP) to reduce the amount of water pollution that enters San Francisco Bay.

This storm water program is funded through a regulatory fee based on the amount of impervious area on each land parcel within the City. The fee of \$0.00525 per square foot is assessed yearly and collected on the property tax rolls through the County Assessor's Office.

If your business has implemented storm water Best Management Practices (BMP's) which reduce the amount of water and/or pollution that drains from your site, you may be eligible for up to 25 percent credit against the regulatory fee.

Below is a list of typical BMP's and the amount of credit that could be applied. If more than one BMP is installed, credits will be added together for a maximum 25 percent reduction.

Best Management Practice	Percent Credit
Label on-site storm drain inlets with the "Drains to Bay" logo (available from the Corporation Yard, call 650-330-6780)	5%
Sweep parking lot on a frequent, regular basis	up to 10%
Install catch basin treatment inserts	10%
Install sand filters or oil/water separators	20%
Install a vegetated bio-swale or buffer strip	20%
Install detention or retention basins to control runoff volume	20%
Permeable Pavement or Permeable Pavers	up to 20%
Pollution controls or other approved treatment method	up to 20%

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To apply for a credit, please complete and submit the enclosed application form and turn it in with a copy of your maintenance schedule for the BMP. Application materials must be received by the Engineering Division **by 5:00 p.m., Wednesday, March 10, 2010** in order to be considered for a credit. Upon receipt of the application materials, we will contact you to schedule an inspection of the BMP facility.

Please note that credits from previous years are not automatically extended. If you have received a credit for BMPs before, you must re-apply to maintain the credit for the next tax year.

Please mail, fax or email applications and maintenance schedules to:

City of Menlo Park, Department of Public Works
Attn: Pam Lowe – Storm Water Credits
701 Laurel Street
Menlo Park, CA 94025
Fax: 650-327-5497
Email: PHLowe@MenloPark.org

If you have any questions, feel free to contact me at (650) 330-6745.

Sincerely,

Pam Lowe, P.E.
Associate Civil Engineer

Enclosure – Application for Regulatory Fee Credit for FY 2010-11