

**TIPPECANOE COUNTY APPLICATION FOR STORMWATER PERMIT
SUBMITTAL CHECKLIST**

Note to Consultants/Designers:

Drainage Review of the project will not begin until each item has been submitted.

- Contact Information (name and email address for responsible person)
- Complete set of construction plans
- Complete Stormwater Pollution Prevention Plan (SWPPP)
- Operations and Maintenance Manual (O&M Manual)
- Complete Drainage Report
- Signed Fee Acceptance Letter
- Copy of Notice of Intent (NOI)
- Completed Stormwater Permit Application
- Stormwater Management Practices Maintenance Agreement
(for commercial sites, schools, churches, etc.)
- Petition to Designate a Private/Mutual Drain as a Regulated Drain and to Establish a Maintenance Rate
(Tippecanoe County requires storm sewer infrastructure in a new development to become a County Regulated Drain with a maintenance fund.)

TIPPECANOE COUNTY DRAINAGE BOARD

TIPPECANOE COUNTY OFFICE BUILDING
20 NORTH 3RD STREET
LAFAYETTE, INDIANA 47901
Phone (765) 423-9228 Fax (765) 423-9241
surveyor@tippecanoe.in.gov

FEE ACCEPTANCE LETTER

Tippecanoe County Surveyor /Tippecanoe County Drainage Board
20 North 3rd Street
Lafayette Indiana 47901

Project Name:

Owner Name:

Developer Name:

Consulting Company:

Developer Address:

Address:

Email Address:

Email:

Phone Contact:

To the Tippecanoe County Drainage Board (TCDB):

Enclosed please find herewith the following plans and or documents submitted to the TCDB for review: See attached checklist (Submittal must include ALL checklist Items)

The undersigned Applicant acknowledges that pursuant to the **Tippecanoe County Drainage Ordinance (TCDO) 2017-04-CM Chapter 6, page 28**, the undersigned Applicant is required to pay the Tippecanoe County Surveyor's Office (TCSO) the cost of all professional engineering services incurred by the Tippecanoe County Drainage Board and/or Tippecanoe County Surveyor in connection with the review of Applicant's preliminary and final drainage plans, accompanying information and data. The Applicant also agrees to pay any other applicable stormwater ordinance drainage fees. Such payment is due regardless of whether the project is advanced to the final approval stage. Additionally, such payment is a condition of, and required prior to, approval of final drainage plans by the Drainage Board Applicant. *Please make checks payable to Tippecanoe County Treasure and mail to Tippecanoe County Surveyor Office 20 North Third Street Lafayette Indiana 47901. See attached Drainage Review Base Fees and the Uniform Fee Schedule for cost.*

PRINT NAME: Project Owner/Developer

____/____/____
DATE

SIGNATURE

Please circle your choice for the review consultant (if no selection is made a random selection will be made by TCDB):

Christopher B. Burke Engineering LLC Phone: 317.266.8000
115 Washington Street Suite 1368 South Indianapolis Indiana 46204

Beutler Fairman Seufert (BFS) Phone: 765.423.5602
10 North Third Street Lafayette Indiana 47901

*Pre-Submission meetings with the County Surveyor, Reviewer and Designer are encouraged but are not mandatory. Please see attached list of Base Fees. Please note that the base fees listed are for a typical review with 3 review memos, (1st memo, conditional memo, and construction approval memo) **If for any reason your project requires additional submittals there will be additional fees incurred above the base fee.** The base fees do not include regional detention storage fees of \$15,000 per acre foot of storage for the F-Lake, Alexander Ross and Berlowitz watersheds. The base fees do not include the Clean Water Act NPDES Phase II fees which are found in the TCDB and TCSO Fee Schedule which will be itemized on your invoice. (See attached Uniform Fee Ordinance) Anticipated Project turnaround time schedule from first submittal to TCDB conditional approval can be found in T.C.D.O. 2011-27-CM Chapter 6 Page 21 at the bottom of the page. (a 30-day turnaround is anticipated please refer to the attached time schedule) Hopefully this information is helpful for planning purposes. If there are questions, please contact the Tippecanoe County Surveyor's Office.*

Drainage Review Base Fees for Stormwater Application Permit

Note: Phase II fees will be in addition to review base fees per TCDB Uniform Fee Schedule : Ordinance 2011-01-CMDB

1. Major Subdivision
 - a. 0 to less than 8 acres \$3500
 - b. 8 to less than 20 acres \$4500
 - c. 20 + acres \$6000 + \$50/additional acre

2. Minor Subdivision or Parcelizations that require Detention Storage per the T.C. Stormwater Ordinance will follow the same base fees as major subdivisions. If no detention storage is required, project will be reviewed in house (No review fee but Phase II fees may still apply)

3. Planned Developments
 - a. 0 to less than 8 acres \$4200
 - b. 8 to less than 20 acres \$5500
 - c. 20 + acres \$7000 + \$50/additional acre

4. Rural Estates
 - a. 0 to less than 8 acres \$3000
 - b. 8 to less than 20 acres \$4000
 - c. 20 + acres \$5500 + \$50/additional acre

5. Commercial & Industrial Sites
 - a. 0 to less than 2 acres \$3000
 - b. 2 to less than 10 acres \$4200
 - c. 10 + acres \$5000 + \$100/additional acre

All private non-linear utility projects shall follow same base fees as commercial and industrial sites. i.e. Electric Substations, Wastewater Plants, Drinking Water Facilities, other like or similar projects, etc.

6. One Single Family Residence (constructed on 10 or more acres of land)
Out Buildings, swimming pools, etc. will be reviewed in house
(No review fee but Phase II fees may still apply)

7. Linear Utility Projects
 - a. 0 to less than 1 mile \$1000
 - b. 1 to less than 5 miles \$2000
 - c. 5 + miles \$3500 + \$50/additional mile

8. Road Projects
 - a. 0 to less than 1 mile \$2000
 - b. 1 to greater than 5 miles \$2500
 - c. 5 + miles \$4500 + \$50/additional mile

9. When the County TCDB is only approving discharge into a County regulated drain because project is located inside City Limits a flat fee will be charged as follows
 - a. 0 to less than 8 acres \$1000
 - b. 8 to less than 20 acres \$1250
 - c. 20 + acres \$1500 + \$50/additional acre

Notes:

Base fee covers the cost up to three (3) reviews and associated review memos (typical for most projects)

If needed there will be a \$750 charge for each additional review above the three (3) typical covered in the base fee

If a project is located within a master planned site/campus previously approved by the TCDB, there will be a flat \$1000 fixed review fee

If a site is located within a Drainage Impact Area Watershed per resolution, there will be an additional \$500 fee added to the review cost.

All public facilities such as libraries, fire stations, schools, parks, public waste water treatment facilities etc. will be charged a flat fee of \$1500.

All projects requesting preliminary approval by the TCDB will pay a flat fee of \$1200. When the project is resubmitted for final approval the above base fees will be required at that time.

All projects located within F-Lake, J. Berlowitz or A. Ross watersheds will be charged \$15,000 per acre foot of storage needed in the Regional Detention Ponds.

Make Payment out to: Tippecanoe County Treasurer C/O Tippecanoe County Surveyor Office 20 North Third Street Lafayette Indiana 47901

Hopefully this information is helpful for planning purposes. If there are any questions, please contact Tippecanoe County Surveyor Office.

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May 9, 2022

Re: Petition to Establish a New County Regulated Drain

Dear Consultant/Designer,

Please be advised that the Tippecanoe County Drainage Board requires the drainage infrastructure in a new development to become a county regulated drain with a maintenance fund. As a county regulated drain, assessments will be collected from property owners to ensure that monies will be available for periodic maintenance of the drainage infrastructure.

Per the Indiana Drainage Code (IC 36-9-27), the process of establishing a county regulated drain is petition-based. The following page contains a blank Petition to Establish a New County Regulated Drain. Please have the developer(s) fill out and sign this petition and include it with your submittal.

Please feel free to contact the Tippecanoe County Surveyor's Office with any questions you may have regarding this process. Thank you.

Respectfully,
Zachariah E. Beasley P.S., M.S., CFM
Tippecanoe County Surveyor

**PETITION BY DEVELOPER TO DESIGNATE A PRIVATE/MUTUAL DRAIN AS A
REGULATED DRAIN AND TO ESTABLISH A MAINTENANCE RATE**

TO THE TIPPECANOE COUNTY DRAINAGE BOARD:

The undersigned Petitioner(s), is/are the owner(s) of all lots in land affected by a private or mutual drain ("Drain") which has been or will be constructed to serve a subdivision in Tippecanoe County, Indiana which is further described and depicted on Exhibit A. Petitioner(s) have or will bear the cost of constructing the Drain and understand that nothing in this Petition alters Petitioner(s) responsibilities under IC 36-9-27, the Tippecanoe County Stormwater Management Ordinance, the Stormwater Technical Standards Manual, or other authorities with respect to the design and approval of the Drain. Petitioner(s) hereby request that the Drain be accepted as a regulated drain and that a maintenance fund and maintenance rate be established for land served by the Drain.

Petitioner(s) offer in support thereof:

1. The Petitioner(s) is/are the sole owner(s) of the affected land which will be benefitted if the drain is made a regulated drain under IC 36-9-27;
2. The benefit to owners benefitted is likely to be greater than the damages to owners damaged by reason of the private/mutual drain being made a regulated drain;
3. An easement granting right of entry to the county Surveyor, the Drainage Board, or an authorized representative of the Surveyor or the Drainage board should be established if the private/mutual drain is made a regulated drain.

At the time this Petition is considered by the Drainage Board, the Drainage Board may conduct a hearing on whether to enter an order assessing maintenance rates for the Drain considering this Petition, the Surveyor's Report, and other relevant evidence. Petitioner(s) reserve the right to object to the Surveyor's recommendation but otherwise waive objections based on notice or publication requirements under IC 36-9-27-40.

WHEREFORE, Petitioner(s) respectfully request(s) that the Tippecanoe County Drainage Board accept the Drain as a County Regulated Drain and establish a maintenance fund and maintenance rate therefore.

DATE: _____, 20____.

Name

Address

Signature: _____

Printed: _____

Signature: _____

Printed: _____

Signature: _____

Printed: _____

EXHIBIT A – Subdivision Information and Description

Name of (Proposed) Subdivision: _____

Name of (Proposed) Drain: _____

Parcel Number(s) served by Drain:

List of All Individuals or Entities who own land to be served by the Drain:

Attach Depiction of Drain, Subdivision, and Watershed to be Served by Drain.

DRAINAGE EASEMENT AGREEMENT FOR SUBDIVISIONS

BEFORE THE TIPPECANOE COUNTY DRAINAGE BOARD

At the request of _____ (landowner) the
Tippecanoe County Drainage Board considered the extent of the drainage easement on the
_____ Drain in the _____ Subdivision.

Upon the agreement in writing by the recorded owner(s) of land involved that such owner(s)
agree and covenants that neither the Tippecanoe County Drainage Board nor any Contractor nor
Workman operating under the authority of said Board will be held liable for any damages
resulting from construction, reconstruction, or maintenance of the above named drain at said
location, whether to the real estate or improvements thereon the Board agreed:

1. That it will not enforce the drainage easement beyond those shown on the Subdivision
plat recorded in the Tippecanoe County Recorders Office.
 - a. If the subdivision does not have a platted drainage easement, then the Board will
not enforce the drainage easement beyond ____ feet from each side of the center
line of the drain as measured at right angles.
2. It will not object to the improvement of said real estate beyond such distance.

SIGNED:

APPLICANT

PRINTED NAME

PRINTED NAME (Owner of Land)

FOR DRAINAGE BOARD USE ONLY

Signed this ____ day of _____ 20____.

Tracy A. Brown, President

Thomas P. Murtaugh, Vice President

David S. Byers, Member

“I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social
Security Number in this document, unless required by law.”

Zachariah E. Beasley P.S., M.S., C.F.M.
Tippecanoe County Surveyor

Prepared by: _____

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2022		
DR. BD. SUBMITTAL DUE DATE	TAC MEETINGS	DRAINAGE BOARD MEETINGS
PROJECT SUBMITTAL DATE	TAC MEETING DATE	DRAINAGE BOARD MEETING DATE
December 3, 2021	December 16, 2021	January 5, 2022
December 31, 2021	January 13, 2022	February 2, 2022
January 28, 2022	February 10, 2022	March 2, 2022
March 4, 2022	March 17, 2022	April 6, 2022
April 1, 2022	April 14, 2022	May 4, 2022
April 29, 2022	May 12, 2022	June 1, 2022
June 10, 2022	June 23, 2022	July 13, 2022
July 1, 2022	July 14, 2022	August 3, 2022
August 5, 2022	August 18, 2022	September 7, 2022
September 2, 2022	September 15, 2022	October 5, 2022
September 30, 2022	October 13, 2022	November 2, 2022
November 4, 2022	November 17, 2022	December 7, 2022
November 25, 2022	December 8, 2022	January 4, 2023

Approved 3rd day of November, 2021


TIPPECANOE COUNTY DRAINAGE BOARD:


David S. Byers, President


Tracy A. Brown, Vice President


Thomas P. Murtaugh, Member

Attest:


Brenda J. Garrison, Executive Administrator