

**Stamski And McNary, Inc.**

**Engineering - Planning – Surveying**

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# **Stormwater Operation and Maintenance Manual**

For

**430 Old Bedford Road  
Concord Culinary Homes  
Concord, MA**

**April 27, 2018**

SM-5742A

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## **Long Term Operation and Maintenance Plan**

## **Schedule for Inspection and Maintenance:**

### **Roof Drain Drywells:**

Inspect the drywell after every major storm for the first few months to ensure proper stabilization and function. Thereafter, inspect and clean as needed. Water levels should be recorded over several days to check the drywell drainage.

### **Infiltration Trenches:**

Inspect the infiltration trench after the first several rainfall events, after all major storms, and on regularly scheduled dates every six months. If the top of the trench is grassed, it must be mowed on a seasonal basis. Grass height must be no more than four inches. Routinely remove debris from the top of the trench.

### **Rain Garden:**

The garden and bio-retention area shall be inspected after every major storm event for the first three months after construction and inspected as stated below thereafter. Seasonal landscaping maintenance includes, but is not limited to:

- Inspecting and removing trash monthly
- Inspecting soil and repairing eroded areas monthly
- Top dress stone annually in the spring
- Removing dead vegetation annually in the spring or fall
- Pruning annually in the spring or fall
- Replacing entire media and all vegetation as needed in the late spring or early summer
- Re-stone void areas as needed
- Side slopes of the channel shall be inspected for erosion. All eroded areas found shall receive 6" of loam and be reseeded per original design plan. Areas of continued erosion shall be stabilized with 3" minus riprap.
- If there is ponding due to clogging, immediately address the reasons for the ponding
- Because the soil medium filters contaminants from the runoff, the cation exchange capacity of the soil media will eventually be exhausted. Thus, it is necessary to replace the soil media to prevent contaminants from migrating to the groundwater, as necessary. Using small shrubs and plants instead of larger trees will make it easier to replace the media with clean material when needed.

### **Pervious Pavers:**

Clean the surface using vacuum sweeping machines 4 times a year. Periodically add joint material (sand). No winter sanding is allowed and minimize salt use during winter months. Keep landscaped areas well maintained to prevent soil transport.

### **Emergency Contacts:**

In the event of a hazardous materials spill on the site the following parties shall be contacted:  
Concord Fire Department: ph: 978-318-3488

### **Records:**

The Responsible Party shall maintain an inspection log of all elements of the storm water management plan. The Responsible Party shall maintain a maintenance log documenting the inspection and maintenance of the drainage structures under his control. A copy of the erosion control and storm water maintenance plan and inspection logs shall be kept onsite at all times.

**Budget:** The estimated annual operation and maintenance budget is \$2,000.

**Responsibility Party:**

The Applicant shall be responsible for all inspection and maintenance of the items included in the Manual during construction. Roof drain drywells and infiltration trenches shall be the responsibility of the owner of the lot.

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Operation and Maintenance Sample Inspection Log**

**430 Old Bedford Road, Concord, MA**

Operation and Maintenance Inspection Log

Year: \_\_\_\_\_

**Inspection Items:**

Roof Drain Drywells

Infiltration Trenches

Rain Garden

Pervious Pavers

**Frequency:**

Once per year

Twice per year

Monthly (See O&M Manual)

Four times per year

**Roof Drain Drywells:**

Previous Inspection Date: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Comments: \_\_\_\_\_

Action Required:

**Infiltration Trenches:**

Previous Inspection Date: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Comments: \_\_\_\_\_

Action Required:

**Rain Garden:**

Previous Inspection Date: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Comments: \_\_\_\_\_

Action Required:

**Previous Pavers:**

Previous Inspection Date: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Comments: \_\_\_\_\_

Action Required: