

**Stormwater Management Facility
Operation and Maintenance (O&M) Manual**

for:

**CLAREMONT BUSINESS PARK 2
FILING NO. 2**

Located near:

**HWY 24 AND MARKSHEFFEL RD INTERSECTION
EI PASO COUNTY, CO**

Prepared for:

**DTV Meadowbrook LLC
106 S. Kyrene Rd. #2
Chandler, AZ 85226
480-313-2724**

Prepared by:

**M&S Civil Consultants, Inc.
212 N. Wahsatch Ave., Suite 305
Colorado Springs, CO 80903
719-955-5485**



Project #: VR23-003

**Stormwater Management Facility
Operation and Maintenance (O&M) Manual**

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Stormwater Management Facility Operation and Maintenance (O&M) Manual

I. Compliance with Stormwater Facility Maintenance Requirements

All property owners are responsible for ensuring that stormwater facilities installed on their property are properly maintained and that they function as designed. In some cases, this maintenance responsibility may be assigned to others through special agreements. The maintenance responsibility for a stormwater facility may be designated on the subdivision plat, the site development plan, and/or within a maintenance agreement for the property. Property owners should be aware of their responsibilities regarding stormwater facility maintenance. Maintenance agreement(s) associated with this property are provided in Appendix A.

In some cases, the El Paso County (EPC) may agree to provide the required inspection and maintenance for some or all private stormwater facilities. In these cases, an EPC maintenance agreement will be included in Appendix A for those facilities that are agreed to be included in the EPC routine maintenance program.

II. Inspection & Maintenance – Annual Reporting

Requirements for the inspection and maintenance of stormwater facilities, as well as reporting requirements are included in this Stormwater Management Facility Operation and Maintenance (O&M) Manual.

Verification that the Stormwater facilities have been properly inspected and maintained; submittal of the required Inspection and Maintenance Forms and Inspector qualifications shall be provided to EPC on an annual basis. The annual reporting form shall be provided to EPC prior to May 31st of each year.

Copies of the Inspection and Maintenance forms for each of the stormwater facilities are located in Appendix D and E. A standard annual reporting form is provided in Appendix F. Each form shall be reviewed and submitted by the property owner or property manager to EPC.

Property owners are not required to provide Inspection and Maintenance Reports for stormwater facilities that have been agreed to be maintained by EPC. These reports will be generated through EPC's inspection & maintenance program.

III. Preventative Measures to Reduce Maintenance Costs

The most effective way to maintain your water quality facility is to prevent the pollutants from entering the facility in the first place. Common pollutants include sediment, trash & debris, chemicals, dog wastes, runoff from stored materials, illicit discharges into the storm drainage system and many others. A thoughtful maintenance program will include measures to address these potential contaminants, and will save money and time in the long run. Key points to consider in your maintenance program include:

- Educate property owners/residents to be aware of how their actions affect water quality, and how they can help reduce maintenance costs.
- Keep properties, streets and gutters, and parking lots free of trash, debris, and lawn clippings.
- Ensure the proper disposal of hazardous wastes and chemicals.
- Plan lawn care to minimize the use of chemicals and pesticides.
- Sweep paved surfaces and put the sweepings back on the lawn.
- Be aware of automobiles leaking fluids. Use absorbents such as cat litter to soak up drippings – dispose of properly.
- Re-vegetate disturbed and bare areas to maintain vegetative stabilization.
- Clean out the upstream components of the storm drainage system, including inlets, storm sewers and outfalls.
- Do not store materials outdoors (including landscaping materials) unless properly protected from runoff.

IV. Access and Easements

All stormwater management facilities located on the site have both a designated access location as well as a maintenance easement. Refer to the Stormwater Facilities Map located in Appendix G for access and easement locations.

V. Safety

Keep safety considerations at the forefront of inspection procedures at all times. Likely hazards should be anticipated and avoided. Never enter a confined space (outlet structure, manhole, etc) without proper training or equipment. A confined space should never be entered without at least one additional person present.

If a toxic or flammable substance is discovered, leave the immediate area and contact the local Sheriff at 911.

Potentially dangerous (e.g., fuel, chemicals, hazardous materials) substances found in the areas must be referred to the local Sheriff's Office immediately for response by the Hazardous Materials Unit. The emergency contact number is 911.

Vertical drops may be encountered in areas located within and around the facility. Avoid walking on top of retaining walls or other structures that have a significant vertical drop. If a vertical drop is identified within the pond that is greater than 48" in height, make the appropriate note/comment on the maintenance inspection form.

If any hazard is found within the facility area that poses an immediate threat to public safety, contact the local Sheriff's Office immediately.

VI. Field Inspection Equipment

It is imperative that the appropriate equipment is taken to the field with the inspector(s). This is to ensure the safety of the inspector and allow the inspections to be performed as efficiently as possible. Below is a list of the equipment that may be necessary to perform the inspections of all Stormwater Management Facilities:

- Protective clothing and boots.
- Safety equipment (vest, hard hat, confined space entry equipment).
- Communication equipment.
- Operation and Maintenance Manual for the site including stormwater management facility location maps.
- Clipboard.
- Stormwater Facility Maintenance Inspection Forms (See Appendix D).
- Manhole Lid Remover
- Shovel.

Some of the items identified above need not be carried by the inspector (manhole lid remover, shovel, and confined space entry equipment). However, this equipment should be available in the vehicle driven to the site.

VII. Inspecting Stormwater Management Facilities

The quality of stormwater entering the waters of the state relies heavily on the proper operation and maintenance of permanent best management practices. Stormwater management facilities must be periodically inspected to ensure that they function as designed. The inspection will determine the appropriate maintenance that is required for the facility.

A. Inspection Procedures

All stormwater management facilities are required to be inspected by a qualified individual at a minimum of once per year. Inspections should follow the inspection guidance found in the SOP for the specific type of facility. (Appendix C of this manual).

B. Inspection Report

The person(s) conducting the inspection activities shall complete the appropriate inspection report for the specific facility. Inspection reports are located in Appendix D.

The following information explains how to fill out the Inspection Forms:

General Information

This section identifies the facility location, person conducting the inspection, the date and time the facility was inspected, and approximate days since the last rainfall. Property classification is identified as single-family residential, multi-family residential, commercial, or other.

The reason for the inspection is also identified on the form depending on the nature of the inspection. All facilities should be inspected on an annual basis at a minimum. In addition, all facilities should be inspected after a significant precipitation event to ensure the facility is draining appropriately and to identify any damage that occurred as a result of the increased runoff.

Inspection Scoring

For each inspection item, a score must be given to identify the urgency of required maintenance. The scoring is as follows:

- 0 = No deficiencies identified.
- 1 = Monitor – Although maintenance may not be required at this time, a potential problem exists that will most likely need to be addressed in the future. This can include items like minor erosion, concrete cracks/spalling, or minor sediment accumulation. This item should be revisited at the next inspection.
- 2 = Routine Maintenance Required – Some inspection items can be addressed through the routine maintenance program (See SOP in appendix A). This can include items like vegetation management or debris/trash removal.
- 3 = Immediate Repair Necessary – This item needs immediate attention because failure is imminent or has already occurred. This could include items such as structural failure of a feature (outlet works, forebay, etc), significant erosion, or significant sediment accumulation. This score should be given to an item that can significantly affect the function of the facility.
- N/A This is checked by an item that may not exist in a facility. Not all facilities have all of the features identified on the form (forebay, micro-pool, etc.).

Inspection Summary/Additional Comments

Additional explanations to inspection items, and observations about the facility not covered by the form, are recorded in this section.

Overall Facility Rating

An overall rating must be given for each facility inspected. The overall facility rating should correspond with the highest score (0, 1, 2, 3) given to any feature on the inspection form.

C. Verification of Inspection and Form Submittal

The Stormwater Management Facility Inspection Form provides a record of inspection of the facility. Inspection Forms for each facility type are provided in Appendix D. Verification of the inspection of the stormwater facilities, the facility inspection form(s), and Inspector Qualifications shall be provided to EPC on an annual basis. The verification and the inspection form(s) shall be reviewed and submitted by the property owner or property manager.

Refer to Section II of this Manual regarding the annual reporting of inspections.

VIII. Maintaining Stormwater Management Facilities

Stormwater management facilities must be properly maintained to ensure that they operate correctly and provide the water quality treatment for which they were designed. Routine maintenance performed on a frequently scheduled basis, can help avoid more costly rehabilitative maintenance that results when facilities are not adequately maintained.

A. Maintenance Categories

Stormwater management facility maintenance programs are separated into three broad categories of work. These categories are based largely on the Urban Drainage and Flood Control District's Maintenance Program for regional drainage facilities. The categories are separated based upon the magnitude and type of the maintenance activities performed. A description of each category follows:

Routine Work

The majority of this work consists of scheduled mowings and trash and debris pickups for stormwater management facilities during the growing season. This includes items such as the removal of debris/material that may be clogging the outlet structure well screens and trash racks. It also includes activities such as weed control, mosquito treatment, and algae treatment. These activities normally will be performed numerous times during the year. These items can be completed without any prior correspondence with EPC; however, completed inspection and maintenance forms shall be submitted to EPC for each inspection and maintenance activity.

Restoration Work

This work consists of a variety of isolated or small-scale maintenance and work needed to address operational problems. Most of this work can be completed by a small crew, with minor tools, and small equipment. These items require prior correspondence with EPC and require that completed maintenance forms be submitted to EPC for each maintenance activity.

Rehabilitation Work

This work consists of large-scale maintenance and major improvements needed to address failures within the stormwater management facilities. This work requires consultation with EPC and may require an engineering design with construction plans to be prepared for review and approval. This work may also require more specialized maintenance equipment, surveying, construction permits or assistance through private contractors and consultants. These items require prior correspondence with EPC and require that completed maintenance forms be submitted to EPC for each maintenance activity.

B. Maintenance Personnel

Maintenance personnel must be qualified to properly maintain stormwater management facilities. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs.

C. Maintenance Forms

The Stormwater Management Facility Maintenance Form provides a record of maintenance activities. Maintenance Forms for each facility type are provided in Appendix E. Maintenance Forms shall be completed by the contractor completing the required maintenance items. The form shall then be reviewed by the property owner or an authorized agent of the property owner and submitted on an annual basis to the Southeast Metro Stormwater Authority.

Refer to Section II of this Manual regarding the annual reporting of inspections and maintenance activities performed.

APPENDICES

APPENDIX A

**PRIVATE DETENTION BASIN /
STORMWATER QUALITY BEST MANAGEMENT PRACTICE
MAINTENANCE AGREEMENT AND EASEMENT**

This PRIVATE DETENTION BASIN / STORMWATER QUALITY BEST MANAGEMENT PRACTICE MAINTENANCE AGREEMENT AND EASEMENT (Agreement) is made by and between EL PASO COUNTY by and through THE BOARD OF COUNTY COMMISSIONERS OF EL PASO COUNTY, COLORADO (Board or County) and DTV MEADOWBROOK LLC (Developer). The above may occasionally be referred to herein singularly as “Party” and collectively as “Parties.”

Recitals

A. WHEREAS, Developer is the owner of certain real estate (CLAREMONT BUSINESS PARK 2) in El Paso County, Colorado, which Property is legally described in Exhibit A attached hereto and incorporated herein by this reference; and

B. WHEREAS, Developer desires to plat and develop on the Property a subdivision/land use to be known as (CLAREMONT BUSINESS PARK 2); and

C. WHEREAS, the development of this Property will substantially increase the volume of water runoff and will decrease the quality of the stormwater runoff from the Property, and, therefore, it is in the best interest of public health, safety and welfare for the County to condition approval of this subdivision/land use on Developer’s promise to construct adequate drainage, water runoff control facilities, and stormwater quality structural Best Management Practices (“BMPs”) for the subdivision/land use; and

D. WHEREAS, Chapter 8, Section 8.4.5 of the El Paso County Land Development Code, as periodically amended, promulgated pursuant to Section 30-28-133(1), Colorado Revised Statutes (C.R.S.), requires the County to condition approval of all subdivisions on a developer’s promise to so construct adequate drainage, water runoff control facilities, and BMPs in subdivisions; and

E. WHEREAS, the Drainage Criteria Manual, Volume 2, as amended by Appendix I of the El Paso County Engineering Criteria Manual (ECM), as each may be periodically amended, promulgated pursuant to the County’s Colorado Discharge Permit System General Permit (MS4 Permit) as required by Phase II of the National Pollutant Discharge Elimination System (NPDES), which MS4 Permit requires that the County take measures to protect the quality of stormwater from sediment and other contaminants, requires subdividers, developers, landowners, and owners of facilities located in the County’s rights-of-way or easements to provide adequate permanent stormwater quality BMPs with new development or significant redevelopment; and

F. WHEREAS, Section 2.9 of the El Paso County Drainage Criteria Manual provides for a developer’s promise to maintain a subdivision’s drainage facilities in the event the County does not assume such responsibility; and

G. WHEREAS, developers in El Paso County have historically chosen water runoff detention basins as a means to provide adequate drainage and water runoff control in subdivisions, Private Detention Basin / Stormwater Quality BMP Maintenance Agreement – Page 2 of 8 which basins, while effective, are less expensive for developers to construct than other methods of providing drainage and water runoff control; and

H. WHEREAS, Developer desires to construct for the subdivision/land use [1] detention basin/stormwater quality BMP(s) (“detention basin/BMP(s)”) as the means for providing adequate drainage and stormwater runoff control and to meet requirements of the County’s MS4 Permit, and to operate, clean, maintain and repair such detention basin/BMP(s); and

I. WHEREAS, Developer desires to construct the detention basin/BMP(s) on property that is or will be platted as LOT 2, as indicated on the final plat of the subdivision, and as set forth on Exhibit B attached hereto; and

J. WHEREAS, Developer shall be charged with the duties of constructing, operating, maintaining and repairing the detention basin/BMP(s) on the Property described in Exhibit B; and

K. WHEREAS, it is the County’s experience that subdivision developers and property owners historically have not properly cleaned and otherwise not properly maintained and repaired these detention basins/BMPs, and that these detention basins/BMPs, when not so properly cleaned, maintained, and repaired, threaten the public health, safety and welfare; and

L. WHEREAS, the County, in order to protect the public health, safety and welfare, has historically expended valuable and limited public resources to so properly clean, maintain, and repair these detention basins/BMPs when developers and property owners have failed in their responsibilities, and therefore, the County desires the means to recover its costs incurred in the event the burden falls on the County to so clean, maintain and repair the detention basin/BMP(s) serving this subdivision/land use due to the Developer/Owner’s failure to meet its obligations to do the same; and

M. WHEREAS, the County conditions approval of this subdivision/land use on the Developer’s promise to so construct the detention basin/BMP(s), and conditions approval on the Owner’s promise to reimburse the County in the event the burden falls upon the County to so clean, maintain and/or repair the detention basin/BMP(s) serving this Subdivision; and

N. WHEREAS, the County could condition subdivision/land use approval on the Developer’s promise to construct a different and more expensive drainage, water runoff control system and BMPs than those proposed herein, which more expensive system would not create the possibility of the burden of cleaning, maintenance and repair expenses falling on the County; however, the County is willing to forego such right upon the performance of Developer/Owner’s promises contained herein; and

O. WHEREAS, the County, in order to secure performance of the promises contained herein, conditions approval of this subdivision/land use upon the Developer’s grant herein of a perpetual Easement over a portion of the Property for the purpose of allowing the County to periodically access, inspect, and, when so necessary, to clean, maintain and/or repair the detention basin/BMP(s); and

Agreement

NOW, THEREFORE, in consideration of the mutual Promises contained herein, the sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Incorporation of Recitals: The Parties incorporate the Recitals above into this Agreement.

2. Covenants Running with the Land: Developer/Owner agrees that this entire Agreement and the performance thereof shall become a covenant running with the land, which land is legally described in Exhibit A attached hereto, and that this entire Agreement and the performance thereof shall be binding upon itself, its successors and assigns.

3. Construction: Developer shall construct on that portion of the Property described in Exhibit B attached hereto and incorporated herein by this reference, [1] detention basin/BMP(s). Developer shall not commence construction of the detention basin/BMP(s) until the El Paso County Planning and Community Development Department (PCD) has approved in writing the plans and specifications for the detention basin/BMP(s) and this Agreement has been signed by all Parties and returned to the PCD. Developer shall complete construction of the detention basin/BMP(s) in substantial compliance with the County-approved plans and specifications for the detention basin/BMP(s). Failure to meet these requirements shall be a material breach of this Agreement, and shall entitle the County to pursue any remedies available to it at law or in equity to enforce the same. Construction of the detention basin/BMP(s) shall be substantially completed within one (1) year (defined as 365 days), which one year period will commence to run on the date the approved plat of this Subdivision is recorded in the records of the El Paso County Clerk and Recorder. In cases where a subdivision is not required, the one year period will commence to run on the date the Erosion and Stormwater Quality Control Permit (ESQCP) is issued. Rough grading of the detention basin/BMP(s) must be completed and inspected by the El Paso County Planning and Community Development Department prior to commencing road construction.

In the event construction is not substantially completed within the one (1) year period, then the County may exercise its discretion to complete the project, and shall have the right to seek reimbursement from the Developer/Owner and its successors and assigns, for its actual costs and expenses incurred in the process of completing construction. The term actual costs and expenses shall be liberally construed in favor of the County, and shall include, but shall not be limited to, labor costs, tool and equipment costs, supply costs, and engineering and design costs, regardless of whether the County uses its own personnel, tools, equipment and supplies, etc. to correct the matter. In the event the County initiates any litigation or engages the services of legal counsel in order to enforce the Provisions arising herein, the County shall be entitled to its damages and costs, including reasonable attorney fees, regardless of whether the County contracts with outside legal counsel or utilizes in-house legal counsel for the same.

4. Maintenance: The Developer/Owner agrees for itself and its successors and assigns, that it will regularly and routinely inspect, clean and maintain the detention basin/BMP(s), and otherwise keep the same in good repair, all at its own cost and expense. No trees or shrubs that will impair the structural integrity of the detention basin/BMP(s) shall be planted or allowed to grow on the detention basin/BMP(s).

5. Creation of Easement: Developer/Owner hereby grants the County a non-exclusive perpetual easement upon and across that portion of the Property described in Exhibit B. The purpose of the easement is to allow the County to access, inspect, clean, repair and maintain the detention basin/BMP(s); however, the creation of the easement does not expressly or implicitly impose on the County a duty to so inspect, clean, repair or maintain the detention basin/BMP(s).

6. County's Rights and Obligations: Any time the County determines, in the sole exercise of its discretion, that the detention basin/BMP(s) is not properly cleaned, maintained and/or otherwise kept in good repair, the County shall give reasonable notice to the Developer/Owner and its successors and assigns, that the detention basin/BMP(s) needs to be cleaned, maintained and/or otherwise repaired. The notice shall provide a reasonable time to correct the problem(s). Should the responsible parties fail to correct the specified problem(s), the County may enter upon the Property to so correct the specified problem(s). Notice shall be effective to the above by the County's deposit of the same into the regular United States mail, postage pre-paid. Notwithstanding the foregoing, this Agreement does not expressly or implicitly impose on the County a duty to so inspect, clean, repair or maintain the detention basin/BMP(s).

7. Reimbursement of County's Costs / Covenant Running With the Land: The Developer/Owner agrees and covenants, for itself, its successors and assigns, that it will reimburse the County for its costs and expenses incurred in the process of completing construction of, cleaning, maintaining, and/or repairing the detention basin/BMP(s) pursuant to the provisions of this Agreement. The term "actual costs and expenses" shall be liberally construed in favor of the County, and shall include, but shall not be limited to, labor costs, tools and equipment costs, supply costs, and engineering and design costs, regardless of whether the County uses its own personnel, tools, equipment and supplies, etc. to correct the matter. In the event the County initiates any litigation or engages the services of legal counsel in order to enforce the provisions arising herein, the County shall be entitled to its damages and costs, including reasonable attorney's fees, regardless of whether the County contracts with outside legal counsel or utilizes in-house legal counsel for the same.

8. Contingencies of Land Use/Land Disturbance Approval: Developer/Owner's execution of this Agreement is a condition of land use/land disturbance approval. The County shall have the right, in the sole exercise of its discretion, to approve or disapprove any documentation submitted to it under the conditions of this Paragraph, including but not limited to, any separate agreement or amendment, if applicable, identifying any specific maintenance responsibilities not addressed herein. The County's rejection of any documentation submitted hereunder shall mean that the appropriate condition of this Agreement has not been fulfilled.

9. Agreement Monitored by El Paso County Planning and Community Development Department and/or El Paso County Department of Public Works: Any and all actions and decisions to be made hereunder by the County shall be made by the Director of the El Paso County Planning and Community Development Department and/or the Director of the El Paso County Department of Public Works. Accordingly, any and all documents, submissions, plan approvals, inspections, etc. shall be submitted to and shall be made by the Director of the Planning and Community Development Department and/or the Director of the El Paso County Department of Public Works.

10. Indemnification and Hold Harmless: To the extent authorized by law, Developer/Owner agrees, for itself, its successors and assigns, that it will indemnify, defend, and hold the County harmless from any and all loss, costs, damage, injury, liability, claim, lien, demand, action and causes of action whatsoever, whether at law or in equity, arising from or related to its intentional or negligent acts, errors or omissions or that of its agents, officers, servants, employees, invitees and licensees in the construction, operation, inspection, cleaning (including analyzing and disposing of any solid or hazardous wastes as defined by State and/or Federal environmental laws and regulations), maintenance, and repair of the detention basin/BMP(s), and such obligation arising under this Paragraph shall be joint and several. Nothing in this Paragraph shall be deemed to waive or otherwise limit the defense available to the County pursuant to the Colorado Governmental Immunity Act, Sections 24-10-101, et seq. C.R.S., or as otherwise provided by law.

11. Severability: In the event any Court of competent jurisdiction declares any part of this Agreement to be unenforceable, such declaration shall not affect the enforceability of the remaining parts of this Agreement.

12. Third Parties: This Agreement does not and shall not be deemed to confer upon or grant to any third party any right to claim damages or to bring any lawsuit, action or other proceeding against either the County, the Developer/Owner, or their respective successors and assigns, because of any breach hereof or because of any terms, covenants, agreements or conditions contained herein.

13. Solid Waste or Hazardous Materials: Should any refuse from the detention basin/BMP(s) be suspected or identified as solid waste or petroleum products, hazardous substances or hazardous materials (collectively referred to herein as “hazardous materials”), the Developer/Owner shall take all necessary and proper steps to characterize the solid waste or hazardous materials and properly dispose of it in accordance with applicable State and/or Federal environmental laws and regulations, including, but not limited to, the following: Solid Wastes Disposal Sites and Facilities Acts, §§ 30-20-100.5 – 30-20-119, C.R.S., Colorado Regulations Pertaining to Solid Waste Disposal Sites and Facilities, 6 C.C.R. 1007-2, et seq., Solid Waste Disposal Act, 42 U.S.C. §§ 6901-6992k, and Federal Solid Waste Regulations 40 CFR Ch. I. The County shall not be responsible or liable for identifying, characterizing, cleaning up, or disposing of such solid waste or hazardous materials. Notwithstanding the previous sentence, should any refuse cleaned up and disposed of by the County be determined to be solid waste or hazardous materials, the Developer/Owner, but not the County, shall be responsible and liable as the owner, generator, and/or transporter of said solid waste or hazardous materials.

14. Applicable Law and Venue: The laws, rules, and regulations of the State of Colorado and El Paso County shall be applicable in the enforcement, interpretation, and execution of this Agreement, except that Federal law may be applicable regarding solid waste or hazardous materials. Venue shall be in the El Paso County District Court.

IN WITNESS WHEREOF, the Parties affix their signatures below.

Executed this _____ day of _____, 20____, by:

DTV MEADOWBROOK LLC

By: _____
Brian Zurek, Managing Partner

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____, _____, _____

Witness my hand and official seal.

My commission expires: _____

Notary Public

BOARD OF COUNTY COMMISSIONERS
OF EL PASO COUNTY, COLORADO

By: _____

_____, Chair

Attest:

County Clerk and Recorder

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, Chair of the Board of County Commissioners of El Paso County, Colorado, as Attested to by _____, County Clerk and Recorder.

Witness my hand and official seal.

My commission expires: _____

Notary Public

Approved as to Content and Form:

Assistant County Attorney

Exhibit A



212 N. Wahsatch Ave, Ste 305
Colorado Springs, CO 80903
Mail to: PO Box 1360
Colorado Springs, CO 80901
719.955.5485

LOT 2
CLAREMONT BUSINESS PARK 2 FILING NO. 2
EXHIBIT "A"

LEGAL DESCRIPTION:

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER (SE 1/4 SE 1/4) OF SECTION 5 AND THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE 1/4 NE 1/4) OF SECTION 8, T14S, R65W OF THE 6TH P.M., EL PASO COUNTY, COLORADO, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 5, "CLAREMONT BUSINESS PARK 2 FILING NO. 1" RECORDED UNDER RECEPTION NO. 221714714 IN THE RECORDS OF EL PASO COUNTY, COLORADO;
THENCE S89°44'12"W ALONG THE NORTH LINES OF LOTS 5 AND 6 OF SAID "CLAREMONT BUSINESS PARK 2 FILING NO. 1", 320.91 FEET;
THENCE N00°18'37"W A DISTANCE OF 112.61 FEET TO A POINT OF CURVE;
THENCE 70.03 FEET ALONG THE ARC OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 200.00 FEET, A CENTRAL ANGLE OF 20°03'46", THE CHORD OF 69.67 FEET WHICH BEARS N09°43'15"E TO A POINT OF TANGENT;
THENCE N19°45'08"E A DISTANCE OF 75.27 FEET;
THENCE S89°49'11"E A DISTANCE OF 285.10 FEET TO THE WEST RIGHT-OF-WAY LINE OF MARKSHEFFEL ROAD;
THENCE S00°10'49"W ALONG SAID WEST LINE, 249.76 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS A CALCULATED AREA OF 78,767 SQUARE FEET (1.808 ACRES, MORE OR LESS).

BASIS OF BEARINGS:

THE NORTH LINE OF LOTS 5, 6, AND 7 "CLAREMONT BUSINESS PARK 2 FILING NO. 1" RECORDED UNDER RECEPTION NO. 221714714 IN THE RECORDS OF EL PASO COUNTY, COLORADO, MONUMENTED AT THE NORTHEAST CORNER OF LOT 5 WITH A NO. 5 REBAR WITH ORANGE SURVEYOR'S CAP STAMPED "M&S CIVIL PLS 25966", FROM WHICH THE NORTHWEST CORNER OF LOT 7, MONUMENTED WITH A NO. 5 REBAR WITH ORANGE SURVEYOR'S CAP STAMPED "M&S CIVIL PLS 25966", BEARS S89°44'12"W, A DISTANCE OF 578.27 U.S. SURVEY FEET.

PREPARED BY:

VERNON P. TAYLOR, COLORADO PLS NO. 25966 DATE
FOR AND ON BEHALF OF M&S CIVIL CONSULTANTS, INC

Exhibit B

APPENDIX B

Appendix B

General Location and Description of Stormwater Management Facilities

A. General Site Description

Lot 2 of the Claremont Business Park 2 Filing No. 2 is located in the southeast quarter of Section 5 and northeast quarter of Section 8, Township 14 South, Range 65 West of the 6th P.M. in El Paso County, Colorado. The parcel is bound to the north and west by existing Meadowbrook Parkway, and the Claremont Business Filing No.1 to the south and to the east by Marksheffel Road. The site is located within the greater Sand Creek Drainage Basin and is tributary to the Sand Creek Channel via the East Fork Sand Creek Sub-Tributary.

The proposed development and improvements will be constructed on approximately 4.988 acres of Claremont Business Park 2 Filing No. 2 and the surrounding properties as well. The site is currently zoned "CS CAD-O" which is associated with commercial development. In the existing condition, both the parcel and offsite contributing watershed lands are sparsely vegetated, with ground cover consisting primarily of native grasses ranging in density from moderate to good. Construction related to the proposed development will consist of the installation of asphalt street, concrete sidewalk, subsurface utilities, a water quality and detention storage pond and storm related conveyance structures. Slopes across the development typically range between 2% to 7%. Offsite flows reaching development are contributed in part from areas of the platted Claremont Business Park 2 Filing No. 1 properties along the northern and eastern boundary of the site.

B. General Stormwater Management Description

Flows produced within the development will be collected by proposed storm sewer improvements, swales, a riprap rundown, and will be routed to a proposed Sand Filter Basin (Pond 3) located at the southwestern boundary of Lot 2 of the development that provides 100-year storage and water quality treatment for surface runoff. Flows are naturally conveyed southwest to the East Fork Sand Creek Sub-tributary. The facility is owned and maintained by the Claremont Business Park 2, Lot 2 owner.

C. Stormwater Facilities Site Plan

Inspection or maintenance personnel may utilize the Stormwater Facilities Map located in Appendix G for locating the stormwater facilities within this development.

D. On-Site Stormwater Management Facilities

Volume Reduction Facilities

Approximately 0.1 acres of the proposed, 4.988-acre development is being set aside for a Sand Filter Basin. Whenever possible, runoff produced within developed areas containing impervious surfaces will be routed through landscaped areas or earthen swales (grass-lined where slope exceeds 2%) to minimize direct connection of impervious surfaces.

Revise for Sand Filter Basin (WQ Only) - Pond 3. Make sure that all of Appendix B that is revised for this specific site/pond.

Storage Facilities (Detention)

Lot 2 of the Claremont Business Park 2 site, proposes a Full Spectrum Detention (FSD) Pond to control developed runoff that is discharging to the East Fork Sand Creek Sub-Tributary located at south of the subject site. The FSD outlet structure has been designed to drain the water quality event storm in 40 hours, while reducing the 100-year peak discharge to approximately 90% of the predevelopment conditions.

Water Quality Facilities

A Full Spectrum Detention Pond is proposed to reduce peak discharge rates and provide water quality treatment. The WQCV will be released over a 40-hour period while larger event storms will be released in periods of times between 64-80 hours.

WQCV Provided=	0.051 ac-ft
EURV Provided=	0.234 ac-ft
Q100 Volume Provided=	0.153 ac-ft
Q100 Release Proposed=	4.0 cfs

Overflow Spillway Elevation	6375.30 ft
Embankment Elevation	6376.55 ft
Pond Outlet Elevation (18" RCP)	6367.60 ft
Pond Outlet Elevation (Top Box)	6371.80 ft
Bottom of Pond Surface	6370.35 ft

Flows from Pond 3 are routed via an outlet pipe into an existing storm drain system which flows south along and west across Meadowbrook Parkway, then is routed southwest to the Sand Creek Channel receiving waters. The existing system is adequate to convey runoff for the proposed design.

Source Control Best Management Practices

Proposed construction BMP's (silt fence, vehicle tracking, straw bale barriers, erosion control fabric and sand filter facility) will capture any sedimentation caused by construction before it can make it into the existing downstream tributaries. The water quality method meets the intent of treating impervious areas, based on the guidelines as set forth in the City of Colorado Springs/El Paso County Drainage Criteria Manual – Volume II.

APPENDIX C

Standard Operation Procedures
for
Inspection and Maintenance

Sand Filter Basins
(SFBs)

November 2007

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SFB-1 BACKGROUND

Sand Filter Basins (SFBs) are a common type of Stormwater Management facility utilized within the Front Range of Colorado. A SFB consists of a sedimentation chamber, a flat surfaced area of sand (sometimes covered with grass or sod), a filtration chamber, and a flat sand filter bed with an underdrain system. A surcharge zone exists within the sedimentation and filtration chambers for temporary storage of the Water Quality Capture Volume (WQCV). During a storm, runoff enters the sedimentation chamber, where the majority of sediments are deposited. The runoff then enters the filtration chamber where it ponds above the sand bed and gradually infiltrates into the underlying sand filter, filling the void spaces of the sand. The underdrain gradually dewateres the sand bed and discharges the runoff to a nearby channel, swale, or storm sewer. SFBs provide for filtering and absorption of pollutants in the stormwater¹. The popularity of SFBs has grown because they allow the WQCV to be provided on a site that has little open area available for stormwater management. However, there are limitations on their use due to potential clogging from large amounts of sediment.

SFB-2 INSPECTING SAND FILTER BASINS (SFBs)

SFB-2.1 Access and Easements

Inspection and maintenance personnel may utilize the stormwater facility map located in Appendix G containing the locations of the access points and maintenance easements of the SFBs within this development.

SFB-2.2 Stormwater Management Facilities Locations

Inspection and maintenance personnel may utilize the stormwater facility map located in Appendix G containing the locations of the SFBs within this development.

SFB-2.3 Sand Filter Extended Detention Basin (SFB) Features

SFBs have a number of features that are designed to serve a particular function. Many times the proper function of one feature depends on another. It is important for maintenance personnel to understand the function of each of these features to prevent damage to any feature during maintenance operations. Below is a list and description of the most common features within a SFB and the corresponding maintenance inspection items that can be anticipated:

¹ Design of Stormwater Filtering Systems, Centers for Watershed Protection, December 1996

TABLE SFB-1
Typical Inspection & Maintenance Requirements Matrix

	Sediment Removal	Mowing Weed control	Trash/ Debris Removal	Erosion	Overgrown Vegetation Removal	Removal/ Replacement	Structure Repair
Inflow Points/Splitter Box	X		X				X
Sedimentation Chamber	X	X	X	X	X		
Filter Media	X	X	X	X	X	X	
Underdrain System						X	
Overflow Outlet Works	X		X				X
Embankment		X	X	X	X		

SFB-2.3.1 Inflow Points/Splitter Box

Inflow points or outfalls into SFBs are the point of stormwater discharge into the facility. An inflow point is commonly a curb cut with a concrete or riprap rundown or a storm sewer pipe outfall with a flared end section.

SFBs are designed to treat only the WQCV. The WQCV is a volume of water that runs off a site during an 80th percentile event. Any amount over the WQCV is allowed to go to a detention facility without water quality treatment. The splitter box is generally constructed of reinforced concrete. The splitter box typically has a lower wall that has a height that will trap the required WQCV. Volumes over the WQCV are allowed to spill over the wall and enter a storm sewer system that conveys the runoff to a detention facility. Proper inspection and maintenance of the splitter box is essential in ensuring the long-term operation of the SFB.

An energy dissipater is typically immediately downstream of the splitter box, at the discharge point into the SFB, to protect the sedimentation and filtration chambers from erosion. In some cases, the splitter box outfall can have a toe-wall or cut-off wall immediately below the structure to prevent undercutting of the outfall from erosion.

The typical maintenance activities that are required at inflow points are as follows:

a. Riprap Displaced – Many times, because of the repeated impact/force of water, the riprap can shift and settle. If any portion of the riprap apron appears to have settled, soil is present between the riprap, or the riprap

has shifted, maintenance may be required to ensure future erosion is prevented.

b. Sediment Accumulation – Because of the turbulence in the water created by the energy dissipater, sediment often deposits immediately downstream of the inflow point. To prevent a loss in performance of the upstream infrastructure, sediment that accumulates in this area must be removed on a timely basis.

c. Structural Damage – Structural damage can occur at anytime during the life of the facility. Typically for an inflow, the structural damage occurs to the pipe flared end section (concrete or steel). Structural damage can lead to additional operating problems with the facility, including loss of hydraulic performance.

SFB-2.3.2 Sedimentation Chamber

The sedimentation chamber is located adjacent to the splitter box and generally consists of a flat irrigated turf grass area followed by a water trapping device that allows water to be briefly held in the sedimentation chamber before being released into the filtration chamber. This slowing of the runoff allows sediments to be deposited in the sedimentation chamber and not the filtration chamber where they can cause clogging of the filter media.

The typical maintenance activities that are required within the sedimentation chamber are as follows:

a. Mowing/woody growth control/weeds present - Routine mowing of the turf grass within the sediment chamber is necessary to improve the overall appearance and to ensure proper function of the SFB. Turf grass should be mowed to a height of 2 to 4- inches and shall be bagged to prevent potential contamination of the filter media. If undesirable vegetation is not routinely mowed/removed, the growth can cause debris/sediment to accumulate, resulting in blockage of the filter media. Also, shrub, grass and weed roots can cause damage to the filter media and underdrain system. Routine management is essential to prevent more extensive and costly future maintenance.

SBF-2.3.3 Filter Media

The filter media is the main pollutant removal component of the SFB. The filter media consists of 18-inches of washed sand. The filter media removes pollutants through several different processes, including sedimentation, filtration, infiltration and microbial uptake.

Sedimentation is accomplished by the slow release of stormwater runoff through the filter media. This slow release allows for sediment particles that were not deposited in the sedimentation chamber to be deposited on the top layer of the filter media where they are easily removed through routine maintenance. Other pollutants are also removed through this process because they are attached to sediment.

Filtration is the main pollutant removal mechanism of SFBs. When the stormwater runoff migrates down through the filter media, many of the particulate pollutants are physically strained out as they pass through the filter bed of sand and are trapped on the surface or among the pores of the filter media.

SFBs that are not lined with an impervious liner allow for infiltration into the native soils. This process also allows for additional pollutant removal.

Microbes that naturally occur in the filter media can assist with pollutant removal by breaking down organic pollutants.

The typical maintenance activities that are required within the filter media areas are as follows:

a. Mowing/woody growth control/weeds present - Noxious weeds and other unwanted vegetation must be treated as needed throughout the SFB. This activity can be performed either through mechanical means (mowing/pulling) or with herbicide. Consultation with a local Weed Inspector is highly recommended prior to the use of herbicide. Herbicides should be utilized sparingly and as a last resort. All herbicide applications should be in accordance with the manufacturer's recommendations.

b. Sediment/Pollutant Removal – Although SFBs should not be utilized in areas where large concentrations of sediment and other pollutants will enter the SFB, it is inevitable that some sediment and other pollutants will enter the SFB. Most sediment will be deposited in the sedimentation chamber, however finer suspended particles will migrate to the filter media. These sediments need to be removed to ensure proper infiltration rates of the stormwater runoff.

c. Filter Replacement - The top layers of the filter media are the most susceptible to pollutant loading and therefore may need to be removed and disposed of properly on a semi-regular basis when infiltration rates slow.

d. Infiltration Rate Test - An infiltration test may be necessary to ensure proper functioning of the filter media. The infiltration test can be conducted by filling the sand filter with water to the elevation of the overflow wall in

the splitter box. The sand filter needs to drain completely within 24-hours of the filling. If the drain time for the basin is longer than 24-hours, the filter is in need of maintenance.

SFB-2.3.4 Underdrain System

The underdrain system consists of a layer of geotextile fabric, gravel storage area and perforated PVC pipes. The geotextile fabric is utilized to prevent the filter media from entering the underdrain system. The gravel storage area allows for storage of treated stormwater runoff prior to the discharge of the runoff through the perforated PVC pipe.

The typical maintenance activities that are required for the underdrain system are as follows:

With proper maintenance of the filter media and sediment chamber, there should be a minimum amount of maintenance required on the underdrain system. Generally, the only maintenance performed on the underdrain system is jet-vac cleaning.

SFB-2.3.5 Overflow Outlet Works

Some SFBs include an overflow outlet works in place of the splitter box. The overflow outlet works allows runoff amounts that exceed the WQCV to exit the SFB to the detention facility. The outlet works is typically constructed of reinforced concrete into the embankment of the SFB. The concrete structure typically has steel orifice plates anchored/embedded into it to control stormwater release rates. The larger openings (flood control) on the outlet structure typically have trash racks over them to prevent clogging. Proper inspection and maintenance of the outlet works is essential in ensuring the long-term operation of the SFB.

The typical maintenance activities that are required for the overflow outlet works are as follows:

a. Structural Damage - The overflow outlet structure is primarily constructed of concrete, which can crack, spall, and settle. The steel grate on the overflow outlet structure is also susceptible to damage.

b. Mowing/woody growth control/weeds present – The presence of plant material not part of the original landscaping, such as wetland plants or other woody growth, can clog the overflow outlet works during a larger storm event, causing flooding damage to adjacent areas. This plant material may indicate a clogging of the filter media and may require additional investigation.

SFB-2.3.6 Embankments

Some SFBs utilize irrigated turf grass embankments to store the WQCV.

The typical maintenance activities that are required for the embankment areas are as follows:

a. Vegetation Sparse – The embankments are one of the most visible parts of the SFB and, therefore, aesthetics is important. Adequate and properly maintained vegetation can greatly increase the overall appearance of the SFB. Also, vegetation can reduce the potential for erosion and subsequent sediment transport to the filter media, thereby reducing the need for more costly maintenance.

b. Erosion – Inadequate vegetative cover may result in erosion of the embankments. Erosion that occurs on the embankments can cause clogging of the filter media.

c. Trash/Debris – Trash and debris can accumulate in the upper area after large events, or from illegal dumping. Over time, this material can clog the SFB filter media and outlet works.

d. Mowing/woody growth control/weeds present – The presence of plant material not part of the original landscaping, such as wetland plants or other woody growth, can result in difficulty in performing maintenance activities. These trees and shrubs may also damage the underdrain system of the SFB. This plant material may indicate a clogging of the filter media and may require additional investigation.

SFB-2.3.7 Emergency Overflow

An emergency spillway is typical of all SFBs and designed to serve as the overflow in the event the volume of the pond is exceeded. The emergency spillway is typically armored with riprap (or other hard armor), and is sometimes buried with soil or may be a concrete wall or other structure. The emergency spillway is typically a weir (notch) in the basin embankment. Proper function of the emergency spillway is essential to ensure flooding does not affect adjacent properties.

The typical maintenance activities that are required for the emergency overflow areas are as follows:

a. Riprap Displaced – As mentioned before, the emergency spillway is typically armored with riprap to provide erosion protection. Over the life of an SFB, the riprap may shift or become dislodged due to flow.

b. Erosion Present – Although the spillway is typically armored, stormwater flowing through the spillway can cause erosion damage. Erosion must be repaired to ensure the integrity of the basin embankment, and proper function of the spillway.

c. Mowing/weed/woody growth control – Management of woody vegetation is essential in the proper long-term function of the spillway. Larger trees or dense shrubs can capture larger debris entering the SFB and reduce the capacity of the spillway. These trees and shrubs may also damage the underdrain system of the SFB.

d. Obstruction/Debris – The spillway must be cleared of any obstruction (man made or natural) to ensure the proper design capacity.

SFB-2.3.8 Miscellaneous

There are a variety of inspection/maintenance issues that may not be attributed to a single feature within the SFB. This category on the inspection form is for maintenance items that are commonly found in the SFB, but may not be attributed to an individual feature.

a. Encroachment in Easement Area – Private lots/property can sometimes be located very close to the SFBs, even though they are required to be located in tracts with drainage easements. Property owners may place landscaping, trash, fencing, or other items within the easement area that may affect maintenance or the operation of the facility.

b. Graffiti/Vandalism – Vandals can cause damage to the SFB infrastructure. If criminal mischief is evident, the inspector should forward this information to the local Sheriff's Office

c. Public Hazards – Public hazards include items such as vertical drops of greater than 4-feet, containers of unknown/suspicious substances, and exposed metal/jagged concrete on structures. **If any hazard is found within the facility area that poses an immediate threat to public safety, contact the local Sheriff's Office at 911 immediately.**

d. Other – Any miscellaneous inspection/maintenance items not contained on the form should be entered here.

SFB-2.4 Inspection Forms

SFB Inspection forms are located in Appendix D. Inspection forms shall be completed by the person(s) conducting the inspection activities. Each form shall be reviewed and submitted by the property owner or property manager to the El Paso County per the requirements of the Operations and

Maintenance Manual. These inspection forms shall be kept indefinitely and made available to the El Paso County upon request.

SFB-3 MAINTAINING SAND FILTER BASINS (SFBs)

SFB-3.1 Maintenance Personnel

Maintenance personnel must be qualified to properly maintain SFBs. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs.

SFB-3.2 Equipment

It is imperative that the appropriate equipment and tools are taken to the field with the operations crew. The types of equipment/tools will vary depending on the task at hand. Below is a list of tools, equipment, and material(s) that may be necessary to perform maintenance on a SFB:

- 1.) Mowing Tractors
- 2.) Trimmers (extra string)
- 3.) Shovels
- 4.) Rakes
- 5.) All Surface Vehicle (ASVs)
- 6.) Skid Steer
- 7.) Back Hoe
- 8.) Track Hoe/Long Reach Excavator
- 9.) Dump Truck
- 10.) Jet-Vac Machine
- 11.) Engineers Level (laser)
- 12.) Riprap (Minimum - Type M)
- 13.) Geotextile Fabric
- 14.) Erosion Control Blanket(s)
- 15.) Sod
- 16.) Illicit Discharge Cleanup Kits
- 17.) Trash Bags
- 18.) Tools (wrenches, screw drivers, hammers, etc)
- 19.) Confined Space Entry Equipment
- 20.) Approved Stormwater Facility Operation and Maintenance Manual
- 21.) ASTM C-33 Sand

Some of the items identified above may not be needed for every maintenance operation. However, this equipment should be available to the maintenance operations crews should the need arise.

SFB-3.3 Safety

Vertical drops may be encountered in areas located within and around the SFB. Avoid walking on top of retaining walls or other structures that have a significant vertical drop. If a vertical drop is identified within the pond that is greater than 48-inches in height, make the appropriate note/comment on the maintenance inspection form.

SFB-3.4 SFB Maintenance Forms

The SFB Maintenance Form provides a record of each maintenance operation performed by maintenance contractors. The SFB Maintenance Form shall be filled out in the field after the completion of the maintenance operation. Each form shall be reviewed and submitted by the property owner or property manager to the El Paso County per the requirements of the Operations and Maintenance Manual. The SFB Maintenance form is located in Appendix E.

SFB-3.5 SFB Maintenance Categories and Activities

A typical SFB Maintenance Program will consist of three broad categories of work: Routine, Minor and Major. Within each category of work, a variety of maintenance activities can be performed on a SFB. A maintenance activity can be specific to each feature within the SFB, or general to the overall facility. This section of the SOP explains each of the categories and briefly describes the typical maintenance activities for a SFB.

A variety of maintenance activities are typical of SFBs. The maintenance activities range in magnitude from routine trash pickup to the reconstruction of the SFB filter media or underdrain system. Below is a description of each maintenance activity, the objectives, and frequency of actions:

SFB-3.6 Routine Maintenance Activities

The majority of this work consists of scheduled mowings, trash and debris pickups for the SFB during the growing season. It also includes activities such as weed control. These activities normally will be performed numerous times during the year. These items typically do not require any prior correspondence with EPC, however, completed inspection and maintenance forms shall be submitted to EPC for each inspection and maintenance.

The Routine Maintenance Activities are summarized below, and further described in the following sections.

TABLE SFB-2

Summary of Routine Maintenance Activities

Maintenance Activity	Minimum Frequency	Look for:	Maintenance Action
Mowing	Twice annually	Excessive grass height/aesthetics	2"-4" grass height
Trash/Debris Removal	Twice annually	Trash/debris in SFB	Remove and dispose of trash and debris
Splitter Box/Overflow Outlet Works Cleaning	As needed - after significant rain events – twice annually minimum	Clogged outlet structure; ponding water	Remove and dispose of debris/trash/sediment to allow outlet to function properly
Woody growth control /Weed removal	Minimum twice annually	Noxious weeds; Unwanted vegetation	Treat w/herbicide or hand pull; consult a local Weed Inspector

SFB-3.6.1 Mowing

Routine mowing of the turf grass embankments and turf grass located in the sedimentation chamber is necessary to improve the overall appearance of the SFB and ensure proper performance of the sediment chamber. Turf grass should be mowed to a height of 2 to 4-inches and shall be bagged to prevent potential contamination of the filter media.

Frequency – Routine - Minimum of twice annually or depending on aesthetics.

SFB-3.6.2 Trash/Debris Removal

Trash and debris must be removed from the entire SFB area to minimize outlet clogging and to improve aesthetics. This activity must be performed prior to mowing operations.

Frequency – Routine – Prior to mowing operations and minimum of twice annually.

SFB-3.6.3 Splitter Box/Overflow Outlet Works Cleaning

Debris and other materials can clog the splitter box/overflow outlet work's grate. This activity must be performed anytime other maintenance activities are conducted to ensure proper operation.

Frequency - Routine – After significant rainfall event or concurrently with other maintenance activities.

SFB- 3.6.4 Woody Growth Control/Weed Removal

Noxious weeds and other unwanted vegetation must be treated as needed throughout the SFB. This activity can be performed either through mechanical means (mowing/pulling) or with herbicide. Consultation with a local County Weed Inspector is highly recommended prior to the use of herbicide. Herbicides should be utilized sparingly and as a last resort. All herbicide applications should be in accordance with the manufacturer’s recommendations.

Frequency – Routine – As needed based on inspections.

SFB-3.7 Minor Maintenance Activities

This work consists of a variety of isolated or small-scale maintenance/operational problems. Most of this work can be completed by a small crew, hand tools, and small equipment. These items require prior approval from EPC. Completed inspection and maintenance forms shall be submitted to EPC for each inspection and maintenance period. In the event that the SFB needs to be dewatered, care should be given to ensure sediment, filter material and other pollutants are not discharged. All dewatering activities shall be coordinated with EPC.

**TABLE SFB-3
Summary of Minor Maintenance Activities**

Maintenance Activity	Minimum Frequency	Look for:	Maintenance Action
Sediment/Pollutant Removal	As needed; typically every 1 –2 years	Sediment build-up in sedimentation chamber and filter media; decrease in infiltration rate	Remove and dispose of sediment
Erosion Repair	As needed, based upon inspection	Rills/gullies on embankments or sedimentation in the forebay	Repair eroded areas & revegetate; address cause
Jet-Vac/Cleaning Underdrains	As needed, based upon inspection	Sediment build-up /non-draining system	Clean drains; Jet-Vac if needed

SFB-3.7.1 Sediment Removal/Pollutant Removal

Sediment removal is necessary to ensure proper function of the filter media. The infiltration rate of the SFB needs to be checked in order to ensure proper functioning of the SFB. Generally, a SFB should drain completely within 12-hours of a storm event. If drain times exceed the 12-hour drain time then maintenance of the filter media shall be required.

At a minimum, the top 3-inches of filter media should be removed at each removal period. Additional amounts of filter media may need to be removed if deeper sections of the filter media are contaminated. New filter media will need to be placed back into the SFB when the total amount of sand removed reaches 9-inches. This may take multiple maintenance events to accomplish. It is critical that only sand that meets the American Society for Testing and Materials (ASTM) C-33 standard be utilized in the replacement of the filter media.

ASTM C-33 Sand Standard

US Standard Sieve Size (Number)	Total Percent Passing (%)
9.5 mm (3/8 inch)	100
4.75 mm (No. 4)	95-100
2.36 mm (No. 8)	80-100
1.18 mm (No. 16)	50-85
600µm (No. 30)	25-60
300µm (No. 50)	10-30
150µm (No. 100)	2-10

Other types of sand and soil material may lead to clogging of the SFB. The minor sediment removal activities can typically be addressed with shovels, rakes and smaller equipment. Major sediment removal activities will require larger and more specialized equipment. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur. The major sediment removal activities will also require surveying with an engineer's level, and consultation with EPC Engineering Staff to ensure design volumes/grades are achieved.

Stormwater sediments removed from SFBs do not meet the regulatory definition of “hazardous waste”. However, these sediments can be contaminated with a wide array of organic and inorganic pollutants and handling must be done with care to ensure proper removal and disposal. Sediments should be transported by motor vehicle only after they are dewatered. All sediments must be taken to a licensed landfill for proper disposal. Should a spill occur during transportation, prompt and thorough cleanup and disposal is imperative.

Frequency – Non-routine – As necessary, based upon inspections. Sediment removal in the sedimentation chamber may be necessary as frequently as every 1-2 years.

SFB-3.7.2 Erosion Repair

The repair of eroded areas is necessary to ensure the proper functioning of the SFB, to minimize sediment transport, and to reduce potential impacts to other features. Erosion can vary in magnitude from minor repairs to filter media and embankments, to rills, and gullies in the embankments and inflow points. The repair of eroded areas may require the use of excavators, earthmoving equipment, riprap, concrete, and sod. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur. Major erosion repair to the pond embankments, spillways, and adjacent to structures will require consultation with EPC Engineering Staff.

Frequency – Non-routine – As necessary, based upon inspections.

SFB-3.7.3 Jet-Vac/Clearing Drains

A SFB contains an underdrain system that allows treated stormwater runoff to exit the facility. These underdrain systems can develop blockages that can result in a decrease of hydraulic capacity and also create standing water. Many times the blockage to this infrastructure can be difficult to access and/or clean. Specialized equipment (jet-vac machines) may be necessary to clear debris from these difficult areas.

Frequency – Non-routine – As necessary, based upon inspections.

SFB-3.8 Major Maintenance Activities

This work consists of larger maintenance/operational problems and failures within the stormwater management facilities. All of this work requires approval from EPC Engineering to ensure the proper maintenance is

performed. This work requires that Engineering Staff review the original design and construction drawings to assess the situation and assign the necessary maintenance activities. This work may also require more specialized maintenance equipment, design/details, surveying, or assistance through private contractors and consultants. In the event that the basin needs to be dewatered, care should be given to ensure sediment, filter material and other pollutants are not discharged. Consultation with EPC is required prior to any dewatering activity.

**TABLE SFB-4
Summary of Major Maintenance Activities**

Maintenance Activity	Minimum Frequency	Look for:	Maintenance Action
Major Sediment/Pollutant Removal	As needed – based upon scheduled inspections	Large quantities of sediment in the sedimentation chamber and/or filter media; reduced infiltration rate /capacity	Remove and dispose of sediment. Repair vegetation as needed
Major Erosion Repair	As needed – based upon scheduled inspections	Severe erosion including gullies, excessive soil displacement, areas of settlement, holes	Repair erosion – find cause of problem and address to avoid future erosion
Structural Repair	As needed – based upon scheduled inspections	Deterioration and/or damage to structural components – broken concrete, damaged pipes & outlet works	Structural repair to restore the structure to its original design
SFB Rebuild	As needed – due to complete failure of SFB	Removal of filter media and underdrain system	Contact EPC Engineering

SFB-3.8.1 Major Sediment/Pollutant Removal

In very rare cases the filter media of the SFB may be contaminated so badly that the entire 18-inches of the filter media may need to be removed.

Major sediment/pollutant removal consists of removal of large quantities of sediment/filter media. Extreme care should be taken when utilizing

motorized or heavy equipment to ensure damage to the underdrain system does not occur. The sediment/filter media needs to be carefully removed, transported and properly disposed. Vegetated areas need special care to ensure design volumes and grades are preserved or may need to be replaced due to the removal activities. Stormwater sediments removed from SFBs do not meet the regulatory definition of “hazardous waste”. However, these sediments can be contaminated with a wide array of organic and inorganic pollutants and handling must be done with care to insure proper removal and disposal. Sediments should be transported by motor vehicle only after they are dewatered. All sediments must be taken to a licensed landfill for proper disposal. Should a spill occur during transportation, prompt and thorough cleanup and disposal is imperative.

Frequency – Non-routine – Repair as needed, based upon inspections.

SFB-3.8.2 Major Erosion Repair

Major erosion repair consists of filling and revegetating areas of severe erosion. Determining the cause of the erosion as well as correcting the condition that caused the erosion should also be part of the erosion repair. Care should be given to ensure design grades and volumes are preserved. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur.

Frequency – Non-routine – Repair as needed, based upon inspections.

SFB-3.8.3 Structural Repair

A SFB generally includes a splitter box or concrete overflow outlet structure that can deteriorate or be damaged during the service life of the facility. These structures are constructed of steel and concrete that can degrade or be damaged and may need to be repaired or re-constructed from time to time. Major repairs to structures may require input from a structural engineer and specialized contractors. Consultation with EPC Engineering Staff shall take place prior to all structural repairs.

Frequency – Non-routine – Repair as needed, based upon inspections.

SFB-3.8.4 SFB Rebuild

In very rare cases a SFB may need to be rebuilt. Generally, the need for a complete rebuild is a result of improper construction, improper maintenance resulting in structural damage to the underdrain system, or extensive contamination of the SFB. Consultation with EPC Engineering Staff shall take place prior to any rebuild project.

Frequency – Non-routine – As needed, based upon inspections.

Reference:

This Manual is adapted from the Douglas County, Colorado, Standard Operating Procedure for Extended Detention Basin (EDB) Inspection and Maintenance, July 2005

APPENDIX D

**SAND FILTER BASIN (SFB)
INSPECTION FORM**

Date: _____

Subdivision/Business Name: _____ Inspector: _____

Subdivision/Business Address: _____

Weather: _____

Date of Last Rainfall: _____ Amount: _____ Inches

Property Classification: Residential Multi Family Commercial Other: _____
(Circle One)

Reason for Inspection: Routine Complaint After Significant Rainfall Event
(Circle One)

INSPECTION SCORING - For each facility inspection item, insert one of the following scores:
0 = No deficiencies identified 2 = Routine maintenance required
1 = Monitor (potential for future problem) 3 = Immediate repair necessary
N/A = Not applicable

FEATURES

1.) Inflow Points/Splitter Box

- ___ Riprap Displaced
- ___ Sediment Accumulation
- ___ Structural Damage (pipe, end-section, etc.)
- ___ Trash/Debris

2.) Sedimentation Chamber

- ___ Mowing /weed/woody growth control
- ___ Erosion Present
- ___ Trash/Debris
- ___ Sediment Accumulation

3.) Filter Media

- ___ Mowing /weed/woody growth control
- ___ Sediment/Pollutant Removal
- ___ Filter Replacement
- ___ Infiltration Rate Check

4.) Underdrain System

- ___ Evidence of clogged system
(jet-vac cleaning required)

5.) Outlet Works

- ___ Structural Damage (concrete, steel, subgrade)
- ___ Mowing /weed/woody growth control

6.) Embankments

- ___ Vegetation Sparse
- ___ Erosion Present
- ___ Trash/Debris
- ___ Mowing /weed/woody growth control

7.) Emergency Overflow

- ___ Riprap Displaced
- ___ Erosion Present
- ___ Woody Growth/Weeds Present
- ___ Obstruction/Debris

8.) Miscellaneous

- ___ Encroachment in Easement Area
- ___ Graffiti/Vandalism
- ___ Public Hazards
- ___ Other

Inspection Summary / Additional Comments: _____

OVERALL FACILITY RATING (Circle One)

0 = No Deficiencies Identified 2 = Routine Maintenance Required
1 = Monitor (potential for future problem exists) 3 = Immediate Repair Necessary

This inspection form shall be kept indefinitely and made available to the El Paso County upon request.

APPENDIX E

SAND FILTER BASIN (SFB) MAINTENANCE FORM

Subdivision/Business Name: _____ Completion Date: _____

Subdivision/Business Address: _____ Contact Name: _____

Maintenance Category: Routine Restoration Rehabilitation
(Circle all that apply)

MAINTENANCE ACTIVITIES PERFORMED

ROUTINE WORK

- MOWING
- TRASH/DEBRIS REMOVAL
- OUTLET WORKS CLEANING (TRASH RACK/WELL SCREEN)
- WEED CONTROL (HERBICIDE APPLICATION)

RESTORATION WORK

- SEDIMENT REMOVAL
 - INFLOW POINT/SPLITTER BOX
 - OUTLET WORKS
 - FILTER MEDIA
 - SEDIMENTATION CHAMBER
 - EMERGENCY OVERFLOW
- EROSION REPAIR
 - INFLOW POINT/SPLITTER BOX
 - OUTLET WORKS
 - EMBANKMENTS
 - SEDIMENTATION CHAMBER
 - EMERGENCY OVERFLOW
 - FILTER MEDIA
- REVEGETATION
- JET-VAC/CLEARING DRAINS
 - INFLOWS
 - OUTLET WORKS
 - UNDERDRAIN

REHABILITATION WORK

- SEDIMENT REMOVAL (DREDGING)
 - FILTER MEDIA
 - SEDIMENTATION CHAMBER
- EROSION REPAIR
 - INFLOW POINT/SPLITTER BOX
 - OUTLET WORKS
 - EMBANKMENTS
 - SEDIMENTATION CHAMBER
 - EMERGENCY OVERFLOW
 - FILTER MEDIA
- STRUCTURAL REPAIR
 - INFLOW POINT/SPLITTER BOX
 - OUTLET WORKS
 - FILTER MEDIA
 - SEDIMENTATION CHAMBER
 - EMERGENCY OVERFLOW

OTHER _____

ESTIMATED TOTAL MANHOURS: _____

EQUIPMENT/MATERIAL USED: _____

COMMENTS/ADDITIONAL INFO: _____

C

APPENDIX F

Annual Inspection and Maintenance Reporting Form
for
Stormwater Facilities

(This form to be submitted to EPC prior to May 31 of each year)

Date: _____

**To: El Paso County Department of Public Works
Attn: Stormwater Facility Operations and Maintenance Program
2880 International Circle, Suite 7437 South Fairplay Street
Colorado Springs, CO 80922**

Re: Certification of Inspection and Maintenance; Submittal of forms

Property/Subdivision Name: _____

Property Address: _____

Contact Name: _____

I verify that the required stormwater facility inspections and required maintenance have been completed in accordance with the Stormwater Facilities Maintenance Agreement and the Operations and Maintenance Manual associated with the above referenced property.

The required Stormwater Facility Inspection and Maintenance forms are hereby provided.

Name of Party Responsible for Inspection
& Maintenance

Property Owner

Authorized Signature

Signature

APPENDIX G

FINAL DRAINAGE REPORT FOR CLAREMONT BUSINESS PARK 2 FILING NO.1 COUNTY OF EL PASO, STATE OF COLORADO PROPOSED CONDITIONS DRAINAGE MAP

MAY 2023

LEGEND

- BASIN DESIGNATION
- PIPE RUN REFERENCE LABEL
- SURFACE DESIGN POINT
- BASIN BOUNDARY
- EXISTING CONTOUR
- PROP CONTOUR
- UGE - UNDERGROUND ELECTRICAL
- EXISTING GAS LINE
- STORM SEWER PIPE
- EXISTING STORM SEWER PIPE
- CROSSSPAN
- INLET
- EXISTING FLOW DIRECTION ARROW
- EMERGENCY OVERFLOW DIRECTION
- FLOW DIRECTION
- FLARED END SECTION
- HIGH POINT
- LOW POINT

BASIN SUMMARY			
BASIN	AREA (ACRES)	Q ₅	Q ₁₀₀
A	0.21	0.1	0.7
B	1.50	6.0	10.9
C	0.12	0.1	0.4
C1	0.17	0.1	0.5
D	0.77	3.2	5.9
D1	0.78	3.3	6.0
E1	0.27	1.2	2.2
E2	0.21	1.0	1.7
F	0.30	1.2	2.3
G1	0.27	0.4	1.2
G2	1.15	4.3	7.8
H1	0.16	0.1	0.5
H2	0.40	0.2	1.1
H3	0.04	0.0	0.1
H4	0.10	0.0	0.3
I1	0.55	2.3	4.3
I2	0.48	2.0	3.6
I3	0.45	1.8	3.3
I4	0.55	2.3	4.2
I5	0.23	0.9	1.7
I6	0.19	0.6	1.2
I7	0.23	0.9	1.6
J1	0.69	2.7	5.1
J2	0.25	1.0	1.8
J3	0.01	0.0	0.1
K1	0.17	0.7	1.3
K2	0.05	0.2	0.4
K3	0.15	0.6	1.1
K4	0.05	0.2	0.4
L	1.32	5.3	9.7
M1	0.28	1.2	2.2
M2	0.24	0.8	1.5
M3	0.37	1.6	2.9
M4	0.98	3.5	6.6
N1	0.06	0.3	0.5
N2	0.41	0.2	1.1
O1	0.12	0.1	0.4
O2	0.06	0.1	0.3
P	0.11	0.0	0.3

DESIGN POINT SUMMARY				
DESIGN POINT	Q ₅	Q ₁₀₀	BASIN	STRUCTURE
1	5.9	11.2	A, B	18" PP
2				OMITTED
3	1.2	2.3	F	18" PP
4	1.0	1.7	E2	PROP 5" INLET
5	1.2	2.2	E1	PROP 5" INLET
6	7.8	14.6	C, D, C1, D1, PR6	WO POND 3
7	4.7	8.7	G2	EX STREET
8	2.2	4.3	H1, I1	EX STREET
9	1.8	4.1	H2, I2	EX STREET
10	0.8	1.6	H3, I7	EX STREET
11	8.4	16.7	DP3-5, I3-16	EX 15" INLETS
12	2.8	8.1	FB INLETS, J1	EX 15" INLET
13	1.0	5.0	FB INLETS, J2, J3	EX 15" INLET
14	3.8	9.7	H4, L, M4	EX SWALE
15	5.3	12.3	DP9, M2, M3	EX SWALE/RD
16	1.4	2.5	M1, K4	EX CONC. RD
17	1.1	2.0	K2, K3, N1	EX CONC. RD
18	0.7	1.3	K1	EX AREA INLET
19	19.3	43.7	DP15-17, N2, PR14, PR17	EX FSD POND 2

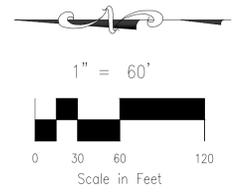
STORM SEWER SUMMARY				
PIPE RUN	Q ₅	Q ₁₀₀	PIPE SIZE	CONTRIBUTING DP/BASIN/PIPES
1	2.4	5.7	18"	FUT POND 1 OUTFALL
2			NOT USED	
3	0.4	1.0	18"	FUT POND 4 OUTFALL
4	3.9	6.7	24"	PR1-PR3
5	1.0	1.7	18"	DP4
6	2.2	3.9	18"	PR5, DP5
6A	6.0	11.6	18"	C, C1, 90% D, D1
7	3.3	4.0	18"	POND 3 OUTFALL
8	6.1	10.7	24"	PR4, PR7
9	1.3	3.0	18"	FUT POND 5 OUTFALL
10	7.4	13.8	24"	PR8, PR9
11	7.4	13.8	24"/EX24"	PR10
12	7.4	13.8	EX 24"	PR11
13	4.2	8.0	EX 15"	INLET 3
14	8.4	16.0	EX 24"	PR13, INLET 4
15	2.8	7.8	EX 18"	INLET 5
16	3.7	12.6	EX 24"	PR15, INLET 6
17	4.4	13.8	EX 24"	PR16, DP18
18	13.7	23.8	EX 30"	EX POND 2 OUTFALL
19	21.1	37.6	EX 42"	DP18, PR12

SF WQCV FUTURE PONDS SUMMARY	
EPC/URBAN DRAINAGE SAND FILTER BASIN-SEE STD. DET.	
POND 1 AREA REQUIRED	773 SF
POND 4 AREA PROVIDED	288 SF
POND 5 AREA PROVIDED	565 SF

SF WQCV POND 3 SUMMARY	
EPC/URBAN DRAINAGE SAND FILTER BASIN-SEE STD. DET.	
AREA REQUIRED	1,014 SF
AREA PROVIDED	1,045 SF

SF ELEV = 6370.35

POND 3 SAND FILTER DETENTION BASIN DATA	
WO WATER SURFACE EL =	6371.78
WO VOLUME=	0.051 AC-FT
100-YR WATER SURFACE EL=	6373.36
100-YR VOLUME=	0.153 AC-FT
SPILLWAY CREST EL=	6375.30
TOP OF EMBANKMENT EL=	6376.55
RATIONAL 100-YR INFLOW=	14.8 CFS
MHFD 100-YR INFLOW=	9.0 CFS
MHFD 100-YR RELEASE=	4.0 CFS



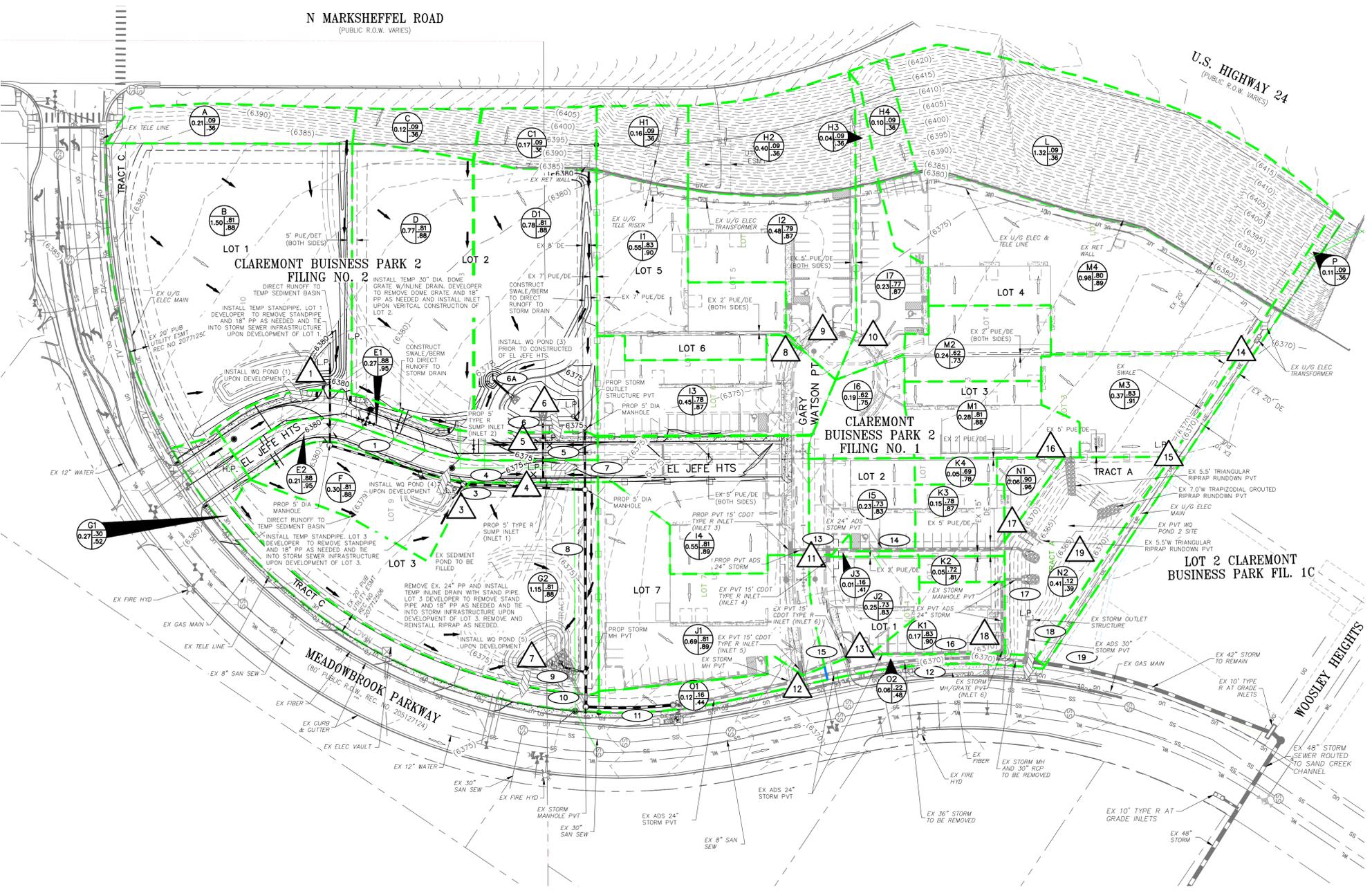
102 E. PIKES PEAK AVE., 5TH FLOOR
COLORADO SPRINGS, CO 80903
PHONE: 719.955.5485

**CLAREMONT BUSINESS PARK 2 FIL. NO.2
PROP. CONDITIONS DRAINAGE MAP**

PROJECT NO. 10-022A FILE: \dwg\Eng Exhibits\10020 PDM.dwg

DESIGNED BY: DLM	SCALE:	DATE: 05-17-2023
DRAWN BY: DLM	HORIZ: 1"=60'	
CHECKED BY: VAS	VERT: N/A	

SHEET 1 OF 1 PDM01



File: C:\10020-2-CBP-Dunkin\Drawings\Drainage\Map\10020-PDM.dwg Plotstamp: 5/24/2023 10:39 AM

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FOR BURIED UTILITY INFORMATION 48 HRS BEFORE YOU DIG CALL 1-800-922-1987