

**Stormwater Best Management Practices** Inspection and Maintenance Plan (IM Plan)



for:

## RETREAT AT TIMBERRIDGE FILING NO. 3

SF-22-041

**Prepared for:** TimberRidge Development Group, LLC 2138 Flying Horse Club Dr. Colorado Springs, CO 80921

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#### Appendix A General Location and Description of Stormwater Best Management Practices

#### A. General Site Description

Retreat at TimberRidge Filing No. 3 has a total acreage of 44.351 acres located in Sections 21, 22, 27 & 28, Township 12 South, Range 65 West of the Sixth Principal Meridian in the County of El Paso, and State of Colorado. This site is bounded on the north by Arroya Lane and unplatted rural large lot residential property, on the south and east by undeveloped future Sterling Ranch property (Residential use) and to the west by Vollmer Road. The property is zoned PUD. 33 single family residential lots and associated public roadway are planned within this plat. Three of the planned lots west of Sand Creek will be 2.5 Ac. min. in size with rural public roads. Also, three of the planned lots east of Sand Creek will be 2.5 Ac. min. in size with rural public roads. No overlot grading will take place on these lots, only grading for the public roadway. The other 27 planned lots east of Sand Creek will consist of urban lots and the majority of these lots will be overlot graded along with the public urban roadways. These lots are all tributary to the existing EDB 2 constructed with Filing No. 1.

The average soil condition reflects Hydrologic Group "B" (Pring coarse sandy loam) as determined by the "Soil Survey of El Paso County Area," prepared by the Soil Conservation Service.

#### B. General Stormwater Management Description

West of Sand Creek, all stormwater will be conveyed via side road ditches, culvert crossings and grassed swales towards on-site proposed Pond 3. East of Sand Creek, all stormwater will be conveyed via curb and gutter and storm sewer towards the existing Pond 2 constructed with Filing No. 1. The proposed extension of Arroya Lane to the east will generate developed flows that will be routed to a proposed Rain Garden 1 just east of Sand Creek and south of Arroya Lane.

#### C. Stormwater Facilities Site Plan

Inspection or maintenance personnel may utilize the documents in Appendix F for locating the stormwater facilities within this development.

#### D. On-Site/Off-Site Stormwater Management Facilities

#### **Temporary Sediment Ponds**

Multiple temporary sediment basins were constructed with Filing No. 1 and 2 to handle the historic off-site stormwater flows from the east. All of these temporary sediment basins will be removed with development except for the temporary sediment pond currently on lot 12. This facility will be relocated further to the east off-site within a drainage easement within the Sterling Ranch development. This facility will remain in place with a permanent storm sewer outfall directly to Sand Creek.

#### Permanent Detention / Retention / Storm Water Quality Facilities

This site (Filing No. 3) proposes one Rain Garden (RG)

*Source Control Best Management Practices.* This site includes runoff reduction within lots 3, 4, 31-33 and rear yards of lots 22-30 as a nonstructural BMPs.

Include runoff reduction as a non structural BMP and refer to the grass buffer O&M so that it is clear that the RPAs are used to treat WQ from the UIAs and that metro district will need to perform routine maintenance on the RPAs.

## Stormwater Best Management Practices Inspection and Maintenance Plan (IM Plan) Procedures/Forms

for:

Porous Landscape Detention (PLD)

Reference: This plan is adapted from various maintenance manuals developed in the Colorado Front Range

#### Stormwater Best Management Practices Inspection and Maintenance Plan Procedures/Forms for PLDs

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#### Stormwater Best Management Practices Inspection and Maintenance Plan Procedures/Forms for PLDs

#### I. Compliance with Stormwater Best Management Practices Maintenance Requirements

All property owners are responsible for ensuring that stormwater best management practices (BMPs) or 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 and need to be familiar with the contents of this Inspection and Maintenance Plan (IM Plan). Maintenance agreement(s) associated with this property are provided.

#### II. Inspection & Maintenance – Annual Reporting

Requirements for the inspection and maintenance of stormwater facilities, as well as reporting requirements are included in this Stormwater Best Management Practices Inspection and Maintenance Plan.

Verification that the stormwater BMPs have been properly inspected and maintained and submittal of the required Inspection and Maintenance Forms shall be provided to the City on an annual basis. The annual reporting form shall be provided to the City prior to May 31st of each year.

Copies of the Inspection and Maintenance forms for each of the stormwater BMPs are located in Appendix C and D. A standard annual reporting form is provided in Appendix E. Each form shall be reviewed and submitted by the property owner or property manager to the El Paso County Stormwater Team.

#### 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. Common pollutants include sediment, trash & debris, chemicals, pet 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 use, storage, and disposal of hazardous wastes and chemicals. Promptly clean up any spilled materials and dispose of properly.
- Plan lawn care to minimize and properly use 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.
- Encourage pet owners to clean up pet wastes.
- Re-vegetate disturbed and bare areas to maintain vegetative stabilization.
- Clean any private storm drainage system components, including inlets, storm sewers, and outfalls.
- Do not store materials outdoors (including landscaping materials) unless properly protected from runoff.

#### IV. Access and Right to Enter

All stormwater management facilities located on the site should have both a designated access location and El Paso County has the right to enter for the purpose of inspecting and for maintaining BMPs where the owner has failed to do so.

#### 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, number of personal, and equipment.

Potentially dangerous (e.g., fuel, chemicals, hazardous materials) substances found in the areas must be referred emergency services at 911 (non-emergency number is 444-7000). If a toxic or flammable substance is discovered, leave the immediate area and contact the local emergency services at 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 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 emergency services at 911 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 BMPs:

- Protective clothing and boots.
- Safety equipment (vest, hard hat, confined space entry equipment [if certified to perform confined space entry]).
- Communication equipment.

- IM Plan for the site.
- Clipboard.
- Stormwater BMP Inspection Forms (See Appendix C).
- 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), but should be available in the vehicle driven to the site. Specialized equipment may require specific training related to that equipment and should only be used by trained individuals.

#### VII. Inspecting Stormwater BMPs

The quality of stormwater entering the waters of the state relies heavily on the proper operation and maintenance of permanent BMPs. Stormwater BMPs 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 BMPs are required to be inspected a minimum of once per year. Inspections should follow the inspection guidance found in the SOP for the specific type of facility. (Appendix B 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 C. A copy of each inspection form shall be kept by the owner a minimum of 5 years.

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 must 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. 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 BMP Inspection Form provides a record of inspection of the facility. Inspection Forms for each facility type are provided in Appendix C. Verification of the inspection of the stormwater facilities and the facility inspection form(s) shall be provided to the El Paso County Stormwater Team on an annual basis. The verification and the inspection form(s) shall be reviewed and submitted by the property owner or property manager on behalf of the property owner.

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

#### VIII. Maintaining Stormwater BMPs

Stormwater BMPs 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 BMP maintenance programs are separated into three broad categories of work. 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 the El Paso County Stormwater Team; however, inspection and maintenance forms shall be completed with the information also being reported on the annual report forms that are submitted to El Paso County.

#### **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 do not require prior correspondence with the El Paso County Stormwater Team, but do require that completed maintenance forms be submitted to the El Paso County Stormwater Stormwater Team with the annual report forms.

#### **Rehabilitation Work**

This work consists of large-scale maintenance and major improvements needed to address failures within the stormwater BMP. This work requires consultation with the El Paso County Stormwater Team and may require an engineering design with construction plans to be prepared for review and approval by El Paso County. 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 the El Paso County Stormwater Team and require that completed maintenance forms be submitted to the El Paso County Stormwater Team with the annual report forms.

#### B. Maintenance Personnel

Maintenance personnel should be qualified to properly maintain stormwater BMPs, especially for restoration or rehabilitation work. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs.

#### C. Maintenance Forms

The Stormwater BMP Maintenance Form provides a record of maintenance activities and includes general cost information to assist property owners in budgeting for future maintenance. Maintenance Forms for each facility type are provided in Appendix D. Maintenance Forms shall be completed by the property owner, management company, or contractor completing the required maintenance items. The form shall then be reviewed by the property owner or an authorized agent of the property owner.

Appendix B

## Standard Operation Procedures for Inspection and Maintenance

# Porous Landscape Detention (PLDs)

May 2008

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## PLD-1 BACKGROUND

Porous Landscape Detention (PLD) is a common type of Stormwater BMP utilized within the Front Range of Colorado. PLDs consist of a low-lying vegetated area underlain by a sand and peat bed with an underdrain pipe. A shallow surcharge zone exists above the PLD for temporary storage of the Water Quality Capture Volume (WQCV). During a storm, accumulated runoff ponds in the vegetated zone and gradually infiltrates into the underlying sand and peat bed, filling the void spaces of the sand. The underdrain gradually dewaters the sand and peat bed and discharges the runoff to a nearby channel, swale, or storm sewer. The PLD provides for filtering, adsorption, and biological uptake of constituents in stormwater<sup>1</sup>. The popularity of PLDs has increased because they allow the WQCV to be provided on a site that has little open area available for stormwater management.

# PLD-2 INSPECTING POROUS LANDSCAPE DETENTION (PLD)

#### PLD-2.1 Access and Easements

Inspection or maintenance personnel may utilize the figures located in Appendix F containing the locations of the access points and potential maintenance easements of the PLDs within this development.

#### PLD-2.2 Stormwater Best Management Practice (BMP) Locations

Inspection or maintenance personnel may utilize the figures located in Appendix F containing the locations of the PLDs within this development.

#### PLD-2.3 Porous Landscape Detention (PLD) Features

PLDs 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 PLD and the corresponding maintenance inspection items that can be anticipated:

<sup>&</sup>lt;sup>1</sup> Design of Stormwater Filtering Systems, Centers for Watershed Protection, December 1996

# Table PLD-1 Typical Inspection & Maintenance Requirements Matrix

|               | Sediment<br>Removal | Mowing<br>Weed<br>control | Trash/<br>Debris<br>Removal | Erosion | Overgrown<br>Vegetation<br>Removal | Removal/<br>Replacement | Structure<br>Repair |
|---------------|---------------------|---------------------------|-----------------------------|---------|------------------------------------|-------------------------|---------------------|
| Inflow Points | Х                   |                           | Х                           | Х       |                                    |                         | Х                   |
| Landscaping   | Х                   | Х                         | Х                           | Х       | Х                                  |                         |                     |
| Filter Media  | Х                   | Х                         | Х                           | Х       | Х                                  | Х                       |                     |
| Underdrain    |                     |                           |                             |         |                                    | Х                       |                     |
| System        |                     |                           |                             |         |                                    |                         |                     |
| Overflow      | Х                   |                           | X                           |         |                                    |                         | Х                   |
| Outlet Works  |                     |                           |                             |         |                                    |                         |                     |
| Embankment    |                     | X                         | X                           | Х       | X                                  |                         |                     |

#### PLD-2.3.1 Inflow Points

Inflow points or outfalls into PLDs are the point of stormwater discharge into the facility. An inflow point is commonly a curb cut with a concrete or riprap rundown. In limited cases, a storm sewer pipe outfall with a flared end section may be the inflow point into the PLD.

An energy dissipater (riprap or concrete wall) is typically immediately downstream of the discharge point into the PLD to protect the PLD from erosion. In some cases, the storm sewer 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 items 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 rundown or 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. Erosion Present/Outfall Undercut* – In some situations, the energy dissipater may not have been sized, constructed, or maintained appropriately and erosion has occurred. Any erosion within the vicinity of the inflow point will require maintenance to prevent damage to the structure(s) and sediment transport within the facility. It is imperative that material utilized to correct erosion problems within the filter media meets the requirements for filter media as shown on the approved construction drawings. *d.* 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 infrastructure, sediment that accumulates in this area must be removed on a timely basis.

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

#### PLD-2.3.2 Landscaping

The landscaped area consists of specific plant materials and associated landscaping mulch in the bottom of the PLD. These plantings provide several functions for the PLD. Planting not only provides an aesthetic value for the PLD, but in many cases assists with biological uptake or removal of pollutants.

The plants are carefully selected for use in the PLDs. Plants utilized in PLDs must be able to grow in dry sandy soils but also be able to withstand frequent inundation by stormwater runoff. These plants also must be able to withstand a variety of pollutants commonly found in stormwater runoff. In addition, plants utilized in PLDs cannot have a deep extensive root system that may cause maintenance difficulty or damage to the facility.

# The typical maintenance activities that are required within the landscape areas are as follows:

a. Woody Growth/Weeds Present – Undesirable vegetation can grow in and around the landscaped area in the PLD that can significantly affect the performance of the facility. This type of vegetation includes dense areas of shrubs (willows) and noxious weeds. If undesired vegetation is not routinely mowed/removed, the growth can cause debris/sediment to accumulate, resulting in blockage of the filter media. Also, shrub 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.

*b.* General Landscape Care – The landscape elements of the PLD are the same as any other landscape area and need to be provided with regular care. Landscape mulch will need to be removed and replaced to ensure the aesthetics of the PLD.

#### PLD-2.3.3 Filter Media

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

Sedimentation is accomplished by the slow release of stormwater runoff through the filter media. This slow release allows sediment particles 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 many pollutants utilize sediment as a transport mechanism.

Filtration is the main pollutant removal mechanism of PLDs. 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.<sup>2</sup>

Absorption results from the peat utilized in the filter media. Organic materials have a natural ability to attach to soluble nutrients, metals and organic pollutants. This attachment then prevents these pollutants from leaving the PLD.

PLDs 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. Infiltration Rate Check* – The infiltration rate of the PLD needs to be checked in order to ensure proper functioning of the PLD. Generally, a PLD 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.

*b.* Sediment Removal – Although PLDs should not be utilized in areas where large concentrations of sediment may enter the PLD, it is inevitable that some sediment will enter the PLD.

<sup>&</sup>lt;sup>2</sup> Design of Stormwater Filtering Systems, Centers for Watershed Protection, December 1996

*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.

#### PLD-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 for the underdrain system are as follows:

With proper maintenance of the landscape areas and filter media, 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.

#### PLD-2.3.5 Overflow Outlet Works

Generally, the initial runoff (or WQCV) during the storm event contains the majority of the pollutants. PLDs are designed to treat only the WQCV and any amount over the WQCV is allowed to go to a detention facility without water quality treatment. The overflow outlet works allows runoff amounts over the WQCV to exit the PLD to the stormwater system. The outlet works is typically constructed of a reinforced concrete box in the embankment of the PLD. The concrete structure typically has a steel grate to trap litter and other debris from entering the storm sewer system. Proper inspection and maintenance of the outlet works is essential in ensuring the long-term operation of the PLD.

# The most typical maintenance items that are found with 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. Woody Growth/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.

*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 PLD outlet works.

#### PLD-2.3.6 Embankments

Some PLDs utilize irrigated turf grass embankment to store the WQCV.

The typical maintenance activities that are required with the embankments areas are as follows:

*a. Vegetation Sparse* – The embankments are one of the most visible parts of the PLD, and therefore aesthetics is important. Adequate and properly maintained vegetation can greatly increase the overall appearance of the PLD. 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.

#### PLD-2.3.7 Miscellaneous

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

a. Access – Access needs to be maintained.

*b. Graffiti/Vandalism* – Vandals can cause damage to the PLD infrastructure. If criminal mischief is evident, the inspector should forward this information to the local emergency agency.

*c. Public Hazards* – Public hazards include items such as 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 emergency services at 911 immediately. *d.* Other – Any miscellaneous inspection/maintenance items not contained on the form should be entered here.

#### PLD-2.4 Inspection Forms

PLD Inspection forms are located in Appendix C. 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 Stormwater Team per the requirements of the Inspection and Maintenance Plan. These inspection forms shall be kept a minimum of 5 years and made available to the El Paso County Stormwater Team upon request.

# PLD-3 MAINTAINING POROUS LANDSCAPE DETENTIONS (PLD)

#### PLD-3.1 Maintenance Personnel

Maintenance personnel should be experienced to properly maintain PLDs. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs.

#### PLD-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 PLD:

- 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 Inspection and Maintenance Plan
- 21.) ASTM C-33 Sand
- 22.) Peat
- 23.) Wood Landscaping Mulch

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.

#### PLD-3.3 PLD Maintenance Forms

The PLD Maintenance Form provides a record of each maintenance operation performed by maintenance contractors. The PLD 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 Stormwater Team per the requirements of the Inspection and Maintenance Plan. The PLD Maintenance form is located in Appendix D.

#### PLD-3.4 PLD Maintenance Categories and Activities

A typical PLD Maintenance Program will consist of three broad categories of work: Routine, Restoration (minor), and Rehabilitation (major). Within each category of work, a variety of maintenance activities can be performed on a PLD. A maintenance activity can be specific to each feature within the PLD, 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 PLD.

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

#### PLD-3.5 ROUTINE MAINTENANCE ACTIVITIES

The majority of this work consists of scheduled mowings, trash and debris pickups and landscape care for the PLD 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 do not require any prior approval by the El Paso County Stormwater Team, however, completed inspection and maintenance forms shall be submitted to the El Paso County Stormwater Team and maintenance activity.

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

| Maintenance Activity              | Minimum<br>Frequency   | Look for:   | Maintenance<br>Action  |
|-----------------------------------|--|---|--|
|                                   |  |   |  |
| Mowing                            | Twice annually   | Excessive grass height/aesthetics                                       | 2"-4" grass height   |
| Trash/Debris Removal              | Twice annually   | Trash & debris in<br>PLD  | Remove and dispose of trash/debris   |
| Overflow Outlet Works<br>Cleaning | As needed -<br>after significant<br>rain events –<br>twice annually<br>minimum | Clogged outlet<br>structure; ponding<br>water above outlet<br>elevation | Remove and dispose<br>of<br>debris/trash/sediment<br>to allow outlet to<br>function properly |
| Weed Control                      | As needed,<br>based upon<br>inspection   | Noxious weeds;<br>Unwanted<br>vegetation                                | Treat w/herbicide or<br>hand pull; consult a<br>local Weed Inspector                         |

Table PLD-2Summary of Routine Maintenance Activities

#### PLD-3.5.1 Mowing

Routine mowing of the turf grass embankments is necessary to improve the overall appearance of the PLD. 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.

#### PLD-3.5.2 Trash/Debris Removal

Trash and debris must be removed from the entire PLD 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.

#### PLD-3.5.3 Overflow Outlet Works Cleaning

Debris and other materials can clog the 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.

#### PLD-3.5.4 Weed Control

Noxious weeds and other unwanted vegetation must be treated as needed throughout the PLD. 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.

Frequency – Routine – As needed based on inspections.

#### PLD-3.6 RESTORATION MAINTENACE 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 do not require approval by the El Paso County Stormwater Team. Completed inspection and maintenance forms shall be submitted to the El Paso County Stormwater Team for each inspection and maintenance period. In the event that the PLD needs to be dewatered, care should be given to ensure sediment, filter material and other pollutants are not discharged. All dewatering activities shall be properly permitted.

 Table PLD-3

 Summary of Restoration Maintenance Activities

| Maintenance Activity               | Minimum<br>Frequency                           | Look for:   | Maintenance<br>Action                                    |
|------------------------------------|--|---|--|
|                                    |  |   |  |
| Sediment/Pollutant<br>Removal      | As needed;<br>Based on<br>infiltration<br>test | Sediment build-<br>up; decrease in<br>infiltration rate | Remove and<br>dispose of<br>sediment                     |
| Erosion Repair                     | As needed,<br>based upon<br>inspection         | Rills/gullies<br>forming on<br>embankments              | Repair eroded<br>areas &<br>revegetate;<br>address cause |
| Jet Vac/Cleaning underdrain system | As needed,<br>based upon<br>inspection         | Sediment build-<br>up /non draining<br>system           | Clean drains; Jet-<br>Vac if needed                      |

#### PLD-3.6.1 Sediment/Pollutant Removal

Sediment/Pollutant removal is necessary to ensure proper function of the filter media. The infiltration rate of the PLD needs to be checked in order to ensure proper functioning of the PLD. Generally, a PLD 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.

Generally, 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 replace the removed filter media. 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<br>(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  |

In addition, only Peat Moss that meets current City specifications (Drainage Criteria Manual, V. 2) and percentages shall be utilized with the filter media.

Other types of sand or soil material may lead to clogging of the PLD. 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 the City's Engineering staff to ensure design volumes/grades are achieved.

Stormwater sediments removed from PLDs 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. 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 and infiltration tests. Sediment removal in the forebay and trickle channel may be necessary as frequently as every 1-2 years.

#### PLD-3.6.2 Erosion Repair

The repair of eroded areas is necessary to ensure the proper functioning of the PLD, 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 the City's Engineering staff.

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

#### PLD-3.6.3 Jet-Vac/Clearing Drains

A PLD 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 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.

#### PLD-3.7 REHABILITATION MAINTENANCE ACTIVITIES

This work consists of larger maintenance/operational problems and failures within the stormwater management facilities. All of this work requires consultation with El Paso County's Engineering staff 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. This work may also require more specialized maintenance equipment, design/details, surveying, or assistance through private contractors and consultants.

#### Table PLD-4

#### Summary of Rehabilitation Maintenance Activities

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

#### PLD-3.7.1 Major Sediment/Pollutant Removal

Major sediment removal consists of removal of large quantities of pollutants/sediment/filter media/landscaping material. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur. Some PLDs also contain an impermeable liner that can be easily damage if care is not taken when removing the filter media. Stormwater sediments removed from PLDs 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. Vegetated areas need special care to ensure design volumes and grades are preserved or may need to be replaced due to the removal activities.

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

#### PLD-3.7.2 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.

#### PLD-3.7.3 Structural Repair

A PLD generally includes a 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 reconstructed from time to time. Major repairs to structures may require input from a structural engineer and specialized contractors. Consultation with El Paso County's Engineering staff shall take place prior to all structural repairs.

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

#### PLD-3.7.4 PLD Rebuild

In very rare cases, a PLD 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 PLD. Consultation with El Paso County's Engineering staff shall take place prior to any rebuild project.

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

| POROUS LANI<br>INS  | DSCAPE DETENTION (PLD)<br>PECTION FORM  |                                  |
|---|---|----------------------------------|
|   | Date:   |                                  |
| division/Business Name:   | Inspector:  |                                  |
| division/Business Address:  |   |                                  |
| ather:  |   |                                  |
| e of Last Rainfall:   | _ Amount:   | Inches                           |
| Property Classification: Residential Multi  | i Family Commercial Other:  |                                  |
| Reason for Inspection: Routine<br>cle One)  | Complaint After Signific  | cant Rainfall Event              |
| INSPECTION SCORING - For each facility inspection it<br>0 = No deficiencies identified<br>1 = Monitor (potential for future problem)<br>N/A = Not applica               | em, insert one of the following scores:<br>2 = Routine maintenance required<br>3 =Immediate repair necessary<br>ble | ]                                |
| FEATURES  |   | _                                |
| 1.) Inflow Points          Rip Rap Displaced/Rundown or Pipe Damage          Erosion Present/Outfall Undercut          Sediment Accumulation          Structural Damage | 2.) Filter Media<br>Infiltration Rate Cł<br>Sediment Remova<br>Filter Replacemen                                    | neck<br>II<br>t                  |
| 3.) Landscaping<br>Woody Growth/Weeds Present<br>General Landscape Care   | 4.) Underdrain System<br>Evidence of clogg<br>(jet-vac cleaning require   | ed system<br>ed)                 |
| 6.) Embankments<br>Vegetation Sparse<br>Erosion Present   | 5.) Overflow Outlet Wo<br>Structural Damage<br>Woody Growth/Wo<br>Trash/Debria                                      | r <b>ks</b><br>e<br>eeds Present |
| 7.) Miscellaneous<br>Encroachment in Easement Area<br>Graffiti/Vandalism<br>Public Hazards<br>Other   |   |                                  |
| ection Summary / Additional Comments:   |   |                                  |
|   |   |                                  |
|   |   |                                  |
| ERALL FACILITY RATING (Circle One)<br>No Deficiencies Identified<br>Monitor (potential for future problem exists)   | 2 = Routine Maintenance Requi<br>3 = Immediate Repair Necessa   | red                              |
|   |   |                                  |

Г

|   | POROUS LANDS<br>MAINTE   | CAPE DETENTION<br>ENANCE FORM       | I (PLD)   |
|---|--|-------------------------------------|---|
| Subdivision/Business Name:  |  | Completion                          | Date:   |
| Subdivision/Business Address:   |  | Contact Na                          | ame:  |
| Maintenance Category:<br>(Circle all that apply)  | Routine  | Restoration                         | Rehabilitation  |
| MAINTENANCE ACTI<br><u>ROUTINE WORK</u><br>MOWING<br>TRASH/DEBRIS<br>OUTLET WORI<br>WEED CONTR                                      | VITIES PERFORM<br>S REMOVAL<br>(S CLEANING (TRASI<br>OL (HERBICIDE APPL  | ED<br>H RACK/WELL SCREE<br>ICATION) | EN)   |
| RESTORATION WOR   | <u>K</u>   | <u>REHABILITATI</u>                 | <u>ON WORK</u>  |
| SEDIMENT RE<br>INFL<br>OUT<br>FILT<br>EROSION REP<br>INFL<br>EME<br>OUT<br>REVEGETATIO<br>EME<br>JET-VAC/CLEA<br>OUT<br>INFL<br>UNE | MOVAL<br>OW POINT<br>TET WORKS<br>TER MEDIA<br>AIR<br>OW POINT<br>BANKMENTS<br>TET WORKS<br>N<br>BANKMENTS<br>RING DRAINS<br>TET WORKS<br>OWS<br>DERDRAIN SYSTEM | SEDIMENT                            | REMOVAL (DREDGING) _ FILTER MEDIA _ INFLOW POINT REPAIR _ OUTLET WORKS _ EMBANKMENTS _ BOTTOM STAGE RAL REPAIR _ INFLOW _ OUTLET WORKS _ FILTER MEDIA |
| ESTIMATED TOTAL MAN   |  |                                     |   |
| COSTS INCURRED (includ  | le description of costs)<br>ISED (include hours of   | equipment usage and                 | quantity of material used):   |
| COMMENTS/ADDITIONAL   | INFO:  |                                     |   |
| This Maintenance Activity Form shall b  | e kept a minimum of 5  | years and made availa               | ble to the City of Colorado   |

Springs upon request.

## Stormwater Best Management Practices Inspection and Maintenance Plan (IM Plan) Procedures/Forms

for:

Grass Buffers and Grass Swales (GB-GS)

Reference: This plan is adapted from various maintenance manuals developed in the Colorado Front Range

#### Stormwater Best Management Practices Inspection and Maintenance Plan Procedures/Forms for Grass Buffers and Grass Swales

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- II. Inspection & Maintenance- Annual Reporting
- III. Preventative Measures to Reduce Maintenance Costs
- **IV.** Access and Easements
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- VI. Field Inspection Equipment

#### VII. Inspecting Stormwater Best Management Practices

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- **B. Inspection Report**
- C. Verification of Inspection and Form Submittal

#### VIII. Maintaining Stormwater Best Management Practices

- A. Maintenance Categories
- B. Maintenance Personnel
- C. Maintenance Forms

#### Maintenance Agreement (included in IM Plan submittal)

#### Appendices

Appendix A - Description of Stormwater Best Management Practices (included in IM Plan submittal)

- Appendix B Standard Operation Procedures (SOP)
- Appendix C Inspection Form
- Appendix D Maintenance Form
- Appendix E Annual Inspection and Maintenance Submittal Form
- Appendix F Erosion and Stormwater Quality Control Plan/As-Builts (included in IM Plan submittal)
- Appendix G BMP Maintenance Cost Estimates (included in IM Plan submittal)
- Appendix H PE Certification (included in IM Plan submittal)

#### Stormwater Best Management Practices Inspection and Maintenance Plan Procedures/Forms for Grass Buffers and Grass Swales

#### I. Compliance with Stormwater Best Management Practices Maintenance Requirements

All property owners are responsible for ensuring that stormwater best management practices (BMPs) or 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 and need to be familiar with the contents of this Inspection and Maintenance Plan (IM Plan). Maintenance agreement(s) associated with this property are provided.

In some cases, El Paso County may agree to provide the required inspection and maintenance for some stormwater facilities that once the warranty period has ended will become public. In these cases, El Paso County maintenance agreement will be included for those facilities that are agreed to be included in the El Paso County 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 Best Management Practices Inspection and Maintenance Plan.

Verification that the stormwater BMPs have been properly inspected and maintained and submittal of the required Inspection and Maintenance Forms shall be provided to the El Paso County on an annual basis. The annual reporting form shall be provided to the El Paso County prior to May 31st of each year.

Copies of the Inspection and Maintenance forms for each of the stormwater BMPs are located in Appendix C and D. A standard annual reporting form is provided in Appendix E. Each form shall be reviewed and submitted by the property owner or property manager to El Paso County Stormwater Group.

#### 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. Common pollutants include sediment, trash & debris, chemicals, pet 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 use, storage, and disposal of hazardous wastes and chemicals. Promptly clean up any spilled materials and dispose of properly.
- Plan lawn care to minimize and properly use 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.
- Encourage pet owners to clean up pet wastes.
- Re-vegetate disturbed and bare areas to maintain vegetative stabilization.
- Clean any private storm drainage system components, including inlets, storm sewers, and outfalls.
- Do not store materials outdoors (including landscaping materials) unless properly protected from runoff.

#### IV. Access and Right to Enter

All stormwater management facilities located on the site should have both a designated access location and the El Paso County has the right to enter for the purpose of inspecting and for maintaining BMPs where the owner has failed to do so.

#### 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, number of personal, and equipment.

Potentially dangerous (e.g., fuel, chemicals, hazardous materials) substances found in the areas must be referred emergency services at 911 (non-emergency number is 444-7000). If a toxic or flammable substance is discovered, leave the immediate area and contact the local emergency services at 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 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 emergency services at 911 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 BMPs:

- Protective clothing and boots.
- Safety equipment (vest, hard hat, confined space entry equipment [if certified to perform confined space entry]).
- Communication equipment.
- IM Plan for the site.

- Clipboard.
- Stormwater BMP Inspection Forms (See Appendix C).
- 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), but should be available in the vehicle driven to the site. Specialized equipment may require specific training related to that equipment and should only be used by trained individuals.

#### VII. Inspecting Stormwater BMPs

The quality of stormwater entering the waters of the state relies heavily on the proper operation and maintenance of permanent BMPs. Stormwater BMPs 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 BMPs are required to be inspected a minimum of once per year. Inspections should follow the inspection guidance found in the SOP for the specific type of facility. (Appendix B 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 C. A copy of each inspection form shall be kept by the owner a minimum of 5 years.

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 must 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. 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 BMP Inspection Form provides a record of inspection of the facility. Inspection Forms for each facility type are provided in Appendix C. Verification of the inspection of the stormwater facilities and the facility inspection form(s) shall be provided to the El Paso County Stormwater Inspections on an annual basis. The verification and the inspection form(s) shall be reviewed and submitted by the property owner or property manager on behalf of the property owner.

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

#### VIII. Maintaining Stormwater BMPs

Stormwater BMPs 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 BMP maintenance programs are separated into three broad categories of work. 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 the El Paso County Stormwater Inspections; however, inspection and maintenance forms shall be completed with the information also being reported on the annual report forms that are submitted to the El Paso County.

#### **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 do not require prior correspondence with El Paso County Stormwater Group, but do require that completed maintenance forms be submitted to El Paso County Stormwater Inspections with the annual report forms.

#### **Rehabilitation Work**

This work consists of large-scale maintenance and major improvements needed to address failures within the stormwater BMP. This work requires consultation with El Paso County Stormwater Inspections and may require an engineering design with construction plans to be prepared for review and approval by El Paso County. 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 El Paso County Stormwater Inspections and require that completed maintenance forms be submitted to El Paso County Stormwater Inspections with the annual report forms.

#### B. Maintenance Personnel

Maintenance personnel should be qualified to properly maintain stormwater BMPs, especially for restoration or rehabilitation work. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs. Periodic training will be offered by the El Paso County Stormwater Inspections (fees apply).

#### C. Maintenance Forms

The Stormwater BMP Maintenance Form provides a record of maintenance activities and includes general cost information to assist property owners in budgeting for future maintenance. Maintenance Forms for each facility type are provided in Appendix D. Maintenance Forms shall be completed by the property owner, management company, or 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 by May 31st to the following address:

Appendix B

## Standard Operation Procedures for Inspection and Maintenance

# Grass Buffers and Grass Swales (GB-GS)

May 2008

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#### GB-GS-1 BACKGROUND

Grass Buffers and Grass Swales are common types of Stormwater BMPs utilized within the Front Range of Colorado. Grass Buffers and Grass Swales promote filtration, infiltration, and settling to reduce runoff volume.

<u>Grass Buffers</u> are uniformly graded and densely vegetated areas of turf grass. They are designed to accommodate sheet flow rather than concentrated or channelized flow. They are typically located adjacent to impervious areas such as parking lots or along highways and roads. Grass Buffers are designed to evenly distribute runoff across the width of the buffer to achieve uniform sheetflow conditions. A flow spreader may be incorporated for this purpose. In some cases, grass buffers may have underdrain systems.

<u>Grass Swales</u> are densely vegetated drainageways with low-pitched side slopes that collect and convey runoff. Design of their longitudinal slope and cross section forces the flow to be slow and shallow, thereby facilitating sedimentation while limiting erosion. Berms or check dams may be installed perpendicular to the flow to decrease the slope and slow down the flow. Grass swales are used in open space and landscaped areas to collect and convey overland flows, and can be used as an alternative to curb and gutter to collect and convey street flows. Some grass swales are designed with underdrain systems.

#### GB-GS-2 INSPECTING GRASS BUFFERS AND SWALES (GB-GS)

#### GB-GS-2.1 Access and Easements

Inspection and maintenance personnel may utilize the figures located in Appendix E containing the locations of the access points and potential maintenance easements of the GB-GSs within this development.

#### GB-GS-2.2 Stormwater Best Management Practice (BMP) Locations

Inspection and maintenance personnel may utilize the figures located in Appendix E containing the locations of the GB-GSs within this development.

#### GB-GS-2.3 Grass Buffer - Grass Swale (GB-GS) Features

GB-GSs are unique stormwater quality facilities, in that they are typically viewed as landscaping or ground cover, and are often overlooked as water quality treatment facilities. GB-GSs have a number of features that are designed to serve a particular function. It is important for maintenance personnel to understand the function of each of these features. Below is a list of the common features of a Grass Swale or Grass Buffer and the corresponding maintenance inspection items that can be anticipated:

|                                    | Sediment<br>Removal | Mowing<br>Weed control | Trash &<br>Debris<br>Removal | Erosion | Removal/<br>Replacement | Structural<br>Repair |
|------------------------------------|---------------------|------------------------|------------------------------|---------|-------------------------|----------------------|
| Swale Bottom                       | X                   | Х                      | Х                            | X       |                         |                      |
| Side Slope                         |                     | Х                      | Х                            | Х       |                         |                      |
| Buffer Strip                       | Х                   | X                      | Х                            | Х       |                         |                      |
| Inflows                            | Х                   | Х                      | Х                            | Х       | Х                       | Х                    |
| Underdrain<br>System               | X                   |                        |                              |         | Х                       |                      |
| Grade<br>Control/Level<br>Spreader |                     |                        |                              | X       |                         | X                    |
| Irrigation<br>System               |                     |                        |                              |         | Х                       |                      |

# Table GB-GS-1Typical Inspection & Maintenance Requirements Matrix

GB-GS-2.3.1 Grass Swale Bottom and Side Slopes; Grass Buffer Strips

Grass Swales and Grass Buffers require general maintenance of the turf grass and repair of any rill or gully development. The bottom and side slopes of grass swales and the area of grass buffer strips should be maintained with dense vegetative cover, and should not be eroded or bare. Inspection over the first few years will help to determine if any problems are developing.

The typical maintenance items that are required at the side slopes and bottoms of grass swales and within grass buffer areas are as follows:

*a. Sediment Accumulation* – The purpose of the grass swale or buffer is to slow down flow and allow sedimentation to occur. To prevent a loss in performance of the swale or buffer, sediment that accumulates must be removed on a timely basis.

*b.* Vegetation Sparse – Grass Swales and Buffers rely on a healthy, dense cover of grass to decrease the flow velocities and promote sedimentation and infiltration. Grasses that are diseased, dying or otherwise damaged should be replaced. All bare areas should be reseeded or patched. Causes which contribute to the damaged grass cover, including lack of adequate irrigation, traces of pedestrian or vehicular traffic, uncontrolled weeds etc., should be identified and remedied.

*c. Erosion Present* – Lack of adequate vegetative cover or excessive flow velocities may result in rill or gully development, and erosion of the swale or buffer strip. Erosion will require maintenance to prevent further damage to the area and to prevent sediment transport.

*d. Standing Water/Boggy Areas* – Grass swales and buffers are generally intended to drain and be dry in between rain events. If areas of standing water are present, the swale or buffer may need to be evaluated for proper

grade to ensure drainage. In some cases, where underdrains are used, the underdrains should be inspected to ensure that they are not clogged.

#### GB-GS-2.3.2 Inflow Points

Inflow points are the points of stormwater discharge into the swale or buffer. Inflow points are typically pipe outfalls, other grass swales or buffers, or curb cuts from upstream impervious areas, such as parking lots. Some form of energy dissipation is typically provided immediately downstream of the inflow point into the grass swale or buffer. Energy dissipation devices may include riprap aprons, or flow spreader devices.

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

*a. Riprap Displaced/Rundown Damaged* – Often, because of, the repeated impact/force of water, the riprap can shift and settle. If any portion of the riprap rundown or apron appears to have settled, if soil is present between the riprap, or if the riprap has shifted, maintenance may be required to ensure future erosion is prevented.

*b. Erosion Present/Outfall Undercut* – In some situations, an energy dissipater may have not been provided, or may not have been sized, constructed, or maintained appropriately and erosion has occurred. Any erosion within the vicinity of the inflow point will require maintenance to prevent damage to the structure(s) and sediment transport within the facility.

*c.* 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, sediment that accumulates in this area must be removed on a timely basis.

#### GB-GS-2.3.3 Underdrain System

Some grass swales and buffers that have a flatter slope or soils which do not allow adequate percolation or are in areas with a continuous base flow may have been installed with an underdrain system. Underdrains typically consist of a layer of geotextile fabric, gravel storage area and perforated PVC pipe. The geotextile fabric is utilized to prevent the filter material 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 grassed areas, 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 in the event that it becomes clogged.

#### GB-GS-2.3.4 Grade Control Level Spreader

Grass swales that are installed in areas with steep longitudinal slopes often necessitate the use of grade control checks or drop structures. Grade control structures are typically either concrete walls or rip rap structures that serve to provide a reinforced drop at specific locations in the channel, reducing the longitudinal slope between the control structures.

Level Spreaders are installed on the upstream of grass buffers to evenly distribute flows along the design length. Level spreaders may consist of slotted curbing, modular block porous pavement, level walls or other spreader devices.

# The typical maintenance activities that are required for grade control structures and level spreaders are as follows:

*a. Erosion present* – Grade control structures and level spreaders are provided to reduce the potential for erosion of the grassed swale or buffer areas. Erosion within the vicinity of the control structure or level spreader indicates that the structure is not functioning as intended and requires maintenance to prevent future erosion and damage.

*b. Structural damage* – Structural damage can occur at anytime along the life of the facility. Typically, structural damage occurs with the deterioration of concrete, including cracking, spalling or settling and the erosion and deterioration of the riprap structures. Level spreaders may settle unevenly creating low areas, which concentrate the flows.

#### GB-GS-2.3.5 Irrigation

Grass Buffers and Grass Swales depend on healthy, dense turf grass to function, and therefore require an irrigation system, to provide a consistent water supply. Typically, the condition of the grass cover will provide evidence of the effectiveness and maintenance needs of the irrigation system.

The typical maintenance activities that are required for irrigation systems are as follows:

Irrigation systems will generally require routine periodic maintenance and adjustment to ensure that proper amounts of water are being applied given the weather conditions, and that they are providing coverage to all areas of the grass to eliminate bare spots.

#### GB-GS-2.3.6 Miscellaneous

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

a. Access – Access needs to be maintained.

**b.** Public Hazards – Public hazards include items such as 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 emergency services at 911 immediately.

*c. Burrowing Animals/Pests*– Prairie dogs and other burrowing rodents may cause damage to the GB-GS features and negatively affect the vegetation within the GB-GS.

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

#### GB-GS-2.4 Inspection Forms

GB-GS Inspection forms are located in Appendix C. 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 EI Paso County Stormwater Inspections per the requirements of the Inspection and Maintenance Plan. These inspection forms shall be kept a minimum of 5 years and made available to the EI Paso County Stormwater Inspections upon request.

#### GB-GS-3 MAINTAINING GRASS BUFFERS & GRASS SWALES (GB-GS)

#### GB-GS-3.1 Maintenance Personnel

Maintenance personnel should be experienced to properly maintain GB-GSs. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs.

#### GB-GS-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 GB-GS:

- 1.) Mowing Tractors
- 2.) Trimmers (extra string)
- 3.) Shovels
- 4.) Rakes

- 5.) All Surface Vehicle (ASVs)
- 6.) Engineers Level (laser)
- 7.) Erosion Control Blanket(s)
- 8.) Mulch
- 9.) Sod or Seed
- 10.) Illicit Discharge Cleanup Kits
- 11.) Trash Bags
- 12.) Approved Inspection and Maintenance Plan

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.

#### GB-GS-3.3 Maintenance Forms

The GB-GS Maintenance Form provides a record of each maintenance operation performed by maintenance contractors. The GB-GS 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 EI Paso County Stormwater Inspections per the requirements of the Inspection and Maintenance Plan. The GB-GS Maintenance form is located in Appendix B.

#### GB-GS-3.4 Maintenance Categories and Activities

A typical GB-GS Maintenance Program will consist of three broad categories of work: Routine, Restoration (minor), and Rehabilitation (major). Within each category of work, a variety of maintenance activities can be performed on a GB-GS. A maintenance activity can be specific to each feature within the GB-GS, 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 GB-GS.

A variety of maintenance activities are typical of GB-GSs. The maintenance activities range in magnitude from routine trash pickup to the reconstruction of the GB-GS or underdrain system. Below is a description of each maintenance activity, the objectives, and frequency of actions.

#### GB-GS-3.5 Routine Maintenance Activities

The majority of this work consists of scheduled mowing, trash and debris pickups and landscape care for the GB-GS 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 do not require any prior approval by El Paso County Stormwater Inspections, however, completed inspection and maintenance forms shall be submitted to El Paso County Stormwater Inspection and maintenance period.

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

| Maintenance Activity                  | Minimum Frequency   | Indication Action is<br>Needed:   | Maintenance Action   |
|---------------------------------------|---|---|--|
|                                       |   |   |  |
| Trash/Debris Removal                  | Twice annual and before mowing                                | Trash & debris in GB-<br>GS   | Remove and properly dispose of trash and debris  |
| Mowing                                | Routine – as necessary to<br>maintain 2" – 4" grass<br>height | Excessive grass<br>height/aesthetics                                    | 2"-4" grass height for turf grass; 4" to 6" for native grass   |
| Irrigation (Automatic)                | Three times annually  | Areas of insufficient or<br>excess watering;<br>broken or missing parts | SPRING: start up system;<br>test for even coverage and<br>correct timer settings<br>SUMMER: test for even<br>coverage and correct timer<br>settings<br>FALL: drain and winterized<br>system<br>(follow watering regulations) |
| Irrigation<br>(Not Automatic)         | As needed to maintain healthy grass                           | Areas of insufficient or excess watering                                | Water as needed to maintain<br>healthy grass; (follow<br>watering regulations)   |
| Weed Control                          | Minimum twice annually  | Noxious weeds;<br>Unwanted vegetation                                   | Treat w/herbicide or hand<br>pull; consult a local Weed<br>Inspector   |
| Mosquito Treatment                    | As needed, based upon inspections                             | Standing water/<br>mosquito habitat                                     | Perform maintenance to<br>eliminate standing water;<br>Treat w/ EPA approved<br>chemicals  |
| Level Spreader<br>(Grass Buffer only) | As needed, based upon<br>inspections                          | Evidence of uneven<br>flow/localized erosion                            | Look for cause; repair, fill or revegetate areas of erosion  |
| Rodent Damage                         | As needed, based upon inspections                             | Holes, small piles of<br>dirt, raised burrows                           | Evaluate damage; contact<br>Parks Dept. or Division of<br>Wildlife for guidance  |

# Table GB-GS-2Summary of Routine Maintenance Activities

#### GB-GS-3.5.1 Trash/Debris Removal

Trash and debris must be removed from the GB-GS area to allow for proper functioning and to improve aesthetics. This activity must be performed prior to mowing operations.

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

#### GB-GS-3.5.2 Mowing

Routine mowing of the turf grass embankments is necessary to maintain an appropriate grass height and to improve the overall appearance of the GB-GS. Turf grass should be mowed to a height of 2 to 4- inches (4 – 6inches for native grass) and shall be bagged to prevent potential contamination of the filter media.

Frequency – Routine – as necessary to maintain grass height.

GB-GS-3.5.3 Irrigation

Irrigation systems should be maintained in proper working order to provide an adequate water supply to support the grass cover. When automatic irrigation systems are not available, alternate methods for providing a water supply during times of drought must be provided.

Automatic irrigation systems should be maintained routinely throughout the growing season to ensure that they are providing the appropriate amounts of water, and are providing complete coverage of the area. Sprinkler heads should be adjusted as necessary, and checked for broken or missing parts.

*Frequency* - Routine as needed throughout the growing season, plus the following:

SPRING: Start up the system and test for even coverage and correct timer settings.

SUMMER: Test for even coverage and correct timer settings. FALL: Drain and winterize the system.

GB-GS-3.5.4 Weed Control

Noxious weeds and other unwanted vegetation must be treated as needed throughout the GB-GS. 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.

Frequency – Routine – As needed based upon inspections.

GB-GS-3.5.5 Mosquito Treatment

GB-GS facilities are intended to drain, and should not have areas of standing water which creates mosquito habitat. Causes of the standing water or boggy conditions should be investigated and remediated as necessary to eliminate the standing water. Only EPA approved chemicals should be applied in accordance with the recommendations of the manufacturer.

Frequency – As needed based upon inspections.

GB-GS-3.5.6 Level Spreader (Grass Buffer only)

Evidence of uneven flow and localized erosion downstream of the level spreader indicate that the flow is not evenly distributed along the length of the spreader. Areas of erosion should be repaired, filled and revegetated. Causes for the erosion should be investigated and repaired.

Frequency – As needed based upon inspections.

GB-GS-3.5.7 Rodent Damage

Small holes, piles of dirt, and raised burrows are evidence of rodent damage. Damaged areas should be repaired and revegetated. Consultation with an animal control specialist or the Division of Wildlife may be required for persistent problems.

Frequency – As needed based on inspections.

#### **GB-GS-3.6 Restoration 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 do not require approval by El Paso County Stormwater Inspections. Completed inspection and maintenance forms shall be submitted to El Paso County Stormwater Inspections for each inspection and maintenance activity.

| Maintenance Activity                  | Minimum<br>Frequency                    | Indication Action is<br>Needed:                           | Maintenance Action   |  |
|---------------------------------------|---|---|--|--|
|                                       |   |   |  |  |
| Sediment Removal                      | As needed.                              | Sediment build-up.  | Remove and properly dispose of sediment                    |  |
| Erosion Repair                        | As needed,<br>based upon<br>inspection  | Rills and gullies<br>forming on slopes and<br>other areas | Repair eroded areas & revegetate; address cause            |  |
| Vegetation Removal                    | As needed,<br>based upon<br>inspection  | Trees, willows, shrubs impeding flow                      | Remove vegetation;<br>restore correct grade and<br>surface |  |
| Revegetation                          | As needed,<br>based upon<br>inspection  | Areas without grass                                       | Replace grass by sodding or seeding                        |  |
| Irrigation (Automatic)                | As needed,<br>based upon<br>inspection. | Evidence of broken or<br>missing parts                    | Replace parts and test system                              |  |
| Level Spreader (Grass<br>Buffer Only) | As needed,<br>based upon<br>inspection. | Evidence of uneven<br>flow; erosion; or<br>rills/gullies  | Repair sections of level spreader and address cause        |  |
| Fertilization or Soil                 | As needed,                              | Grass with pale color;                                    | Consult with turf  |  |

Table GB-GS-3 Summary of Restoration Maintenance Activities

| Amendment             | minimize<br>fertilization | areas with poor grass<br>growth not due to<br>irrigation problems | specialist; Test soil    |
|-----------------------|---------------------------|---|--------------------------|
| Vehicle Tracks (Along | As needed,                | Depressions from  | Repair and fill          |
| Roadways)             | based upon                | vehicle tracks;   | depressions; sod or seed |
|                       | inspection                | vegetation damage   | damaged areas            |

#### GB-GS-3.6.1 Sediment Removal

Sediment removal is necessary to ensure proper function of the grass swale or buffer. Care should be taken when removing sediment to prevent damage to the turf grass and surrounding areas. Excessive amounts of sediment are an indication of upstream erosion or lack of adequate BMPs during construction activities. Causes for contributions of excess sediment should be investigated and addressed.

Frequency – As needed based upon inspections.

#### GB-GS-3.6.2 Erosion Repair

The repair of eroded areas is necessary to ensure the proper functioning of the GB-GS, to minimize sediment transport, and to reduce potential impacts to other features. Erosion can vary in magnitude from minor repairs to vegetation and embankments, to rills and gullies in the embankments and inflow points. The repair of eroded areas may require the use of excavators, 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 in a GS-GB is generally the result of excessive velocities caused by steep slopes. It may be necessary to make design improvements to the swale or buffer when erosion becomes a major maintenance item.

Frequency – As necessary, based upon inspections.

#### GB-GS-3.6.3 Vegetation Removal

Weeds, Shrubs, Willows and other unwanted vegetation that develops in the grass swale or buffer area may impede the flow and cause standing water or back flow problems. It is necessary to remove unwanted vegetation as soon as it appears. Remove the unwanted vegetation, and restore the correct grade. Revegetate with seed or sod.

Frequency – As necessary, based upon inspections.

GB-GS -3.6.4 Revegetation

Bare areas should be repaired as soon as possible. Repair bare areas with grass or sod. Causes of the problem, such as inadequate water supply or diseased grasses, should be investigated and resolved.

Frequency – As necessary, based upon inspections.

GB-GS-3.6.5 Irrigation (Automatic)

Irrigation systems require routine maintenance in accordance with the manufacturer's recommendations (valves, timer, etc.), and maintenance of the pipe and heads to ensure that even coverage is being applied, and that there are no missing or broken parts. Timing systems should be checked to verify that the correct amount of water is being applied to the grassed areas for the seasonal conditions.

Frequency – As necessary, based upon inspections.

#### GB-GS-3.6.6 Level Spreader

Level Spreaders that are no longer level, or have developed damaged areas of cracking or spalling, allow flows to concentrate in these depressed areas instead of being distributed over the length of the structure. Also, build up of grasses along the edge of the spreader may create an uneven flow distribution. Rills, gullies and other erosion that develops downstream of level spreaders should be repaired and reseeded or sodded. Causes of the erosion should be investigated and addressed.

Frequency – As necessary, based upon inspections.

#### GB-GS-3.6.7 Fertilization/Soil Amendment

Grass Buffers and Swales rely on healthy, dense turf in order to function properly. Grasses that appear to be diseased, dying or unhealthy may require amendments. Fertilizers should be applied in the minimum amounts recommended by the manufacturer.

Frequency – As necessary, based upon inspections.

GB-GS-3.6.8 Vehicle Tracks

GB-GSs that are adjacent to roadway sections may be damaged by vehicle tracks. Rutted areas should be filled in and revegetated as soon as possible. Frequent problems associated with vehicle traffic (such as around corners) may require a barrier or sign to avoid vehicular traffic within the grassed areas.

Frequency – As necessary, based upon inspections.

#### GB-GB-3.7 Rehabilitation Maintenance Activities

This work consists of larger maintenance/operational problems and failures within the stormwater management facilities. All of this work requires consultation with the El Paso County's Engineering staff to ensure the proper maintenance is performed. This work requires that the El Paso County's Engineering staff review the original design and construction drawings to assess the situation and assign the necessary maintenance. This work may also require

more specialized maintenance equipment, design/details, surveying, or assistance through private contractors and consultants.

| Maintenance Activity                | Minimum<br>Frequency                               | Look for:  | Maintenance Action  |
|-------------------------------------|--|--|---|
|                                     |  |  |   |
| Major Sediment/Pollutant<br>Removal | As needed – based<br>upon scheduled<br>inspections | Large quantities of sediment   | Remove and dispose<br>of sediment. Repair<br>vegetation as needed                   |
| Major Erosion Repair                | As needed – based<br>upon scheduled<br>inspections | Severe erosion<br>including gullies,<br>excessive soil<br>displacement, areas of<br>settlement, holes  | Repair erosion – find<br>cause of problem and<br>address to avoid future<br>erosion |
| Structural Repair                   | As needed – based<br>upon scheduled<br>inspections | Deterioration and/or<br>damage to structural<br>components – level<br>spreader, grade control<br>structures, irrigation<br>components, and<br>ponding water. | Structural repair to<br>restore the structure to<br>its original design             |
| GB-GS Rebuild                       | As needed – due to<br>complete failure of<br>PLD   | Removal of filter media<br>and underdrain system   | Contact El<br>Paso<br>County<br>Engineering   |

# Table GB-GS-4Summary of Rehabilitation Maintenance Activities

GB-GS-3.7.1 Major Sediment/Pollutant Removal

Major sediment removal consists of removal of large quantities of pollutants/sediment /landscaping material. Stormwater sediments removed from GB-GSs 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. Vegetated areas need special care to ensure design volumes and grades are preserved or may need to be replaced due to the removal activities.

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

GB-GS-3.7.2 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.

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

GB-GS-3.7.3 Structural Repair

A GB-GS generally includes level spreader and grade control 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 the El Paso County's Engineering staff shall take place prior to all structural repairs.

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

#### GB-GS-3.7.4 GB-GS Rebuild

In very rare cases, a GB-GS 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 GB-GS. Consultation with the El Paso County's Engineering staff shall take place prior to any rebuild project.

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

| GRASS BU<br>INSP  | FFER-GRASS SWALE<br>ECTION FORM        |                      |
|---|--|----------------------|
|   | Date:                                  |                      |
| bdivision/Business Name:  | Inspector:                             |                      |
| bdivision/BusinessAddress:  |  |                      |
| eather:   |  |                      |
| ate of Last Rainfall:   | Amount:                                | Inches               |
| <b>Property Classification:</b> Residential Multi F ircle One)      | Family Commercial Other:               |                      |
| Reason for Inspection: Routine ircle One)                           | Complaint After Signif                 | icant Rainfall Event |
| <b>INSPECTION SCORING</b> - For each facility inspection iter       | m, insert one of the following scores: |                      |
| 0 = No deficiencies identified                                      | 2 = Routine maintenance required       |                      |
| 1 = Monitor (potential for future problem)<br>N/A = Not applicabl   | 3 =Immediate repair necessary e        |                      |
| FEATURES  |  |                      |
| 1.) Grass Swale Bottom & Side Slopes                                | 2.) Grass Buffer                       |                      |
| Sediment/Debris Accumulation  | Sediment/Debris                        | Accumulation         |
| Vegetation Cover  | Vegetation Cove                        | r                    |
| Erosion Present   | Erosion Present                        |                      |
| Standing Water/Boggy Areas  |  | Boggy Areas          |
| 3.) Inflow Points   | 4.) Underdrain Syster                  | n                    |
| ,Rip Rap Displaced/Rundown or Pipe Damage                           | Standing water/N                       | lot draining         |
| Erosion Present/Outfall Undercut                                    | Evidence of clog                       | ged system           |
| Sediment Accumulation   |  |                      |
| 5.) Grade Control   | 6.) Level Spreader                     |                      |
| ,Erosion Present  | Erosion Present                        |                      |
| Structural Damage   | Structural Damag                       | ge                   |
|   | Unlevel/Uneven                         | Distribution of flow |
| 7.) Irrigation  | 8.) Miscellaneous                      |                      |
| General Grass Condition<br>Bare Spots                               | Encroachment in<br>Public Hazards      | Easement Area        |
| Broken sprinkler heads  | Burrowing Anima                        | lls/Pests            |
|   | Other                                  |                      |
| pection Summary / Additional Comments:                              |  |                      |
|   |  |                      |
|   |  |                      |
|   |  |                      |
| /ERALL FACILITY RATING (Circle One)<br>= No Deficiencies Identified | 2 = Routine Maintenance Reg            | uired                |
| = Monitor (potential for future problem exists)                     | 3 = Immediate Repair Necess            | arv                  |

| GRASS BUFFERS<br>(G<br>MAINTEN   | AND GRASS SWAL<br>B-GS)<br>JANCE FORM  | 23   |
|--|--|--|
| ıbdivision/Business Name:<br>bdivision/Business Address:   | Completion Da  | :  |
| Maintenance Category:RoutineCircle all that apply)   | Restoration  | Rehabilitation   |
| MAINTENANCE ACTIVITIES PERFORME<br><u>ROUTINE WORK</u><br>MOWING<br>TRASH/DEBRIS REMOVAL<br>OUTLET WORKS CLEANING (TRASH   | ED   |  |
| WEED CONTROL (HERBICIDE APPLIC   | REHABILITATION   | WORK   |
| SEDIMENT REMOVAL<br>INFLOW POINT<br>SWALE BOTTOM<br>BUFFER STRIP<br>EROSION REPAIR<br>INFLOW POINT<br>SWALE BOTTOM<br>SIDE SLOPE<br>BUFFER STRIP<br>GRADE CONTROL/LEVEL SPREADEF<br>REVEGETATION<br>SIDE SLOPE<br>BUFFER STRIP<br>BUFFER STRIP | SEDIMENT RE<br>SWA<br>INFL<br>EROSION REP<br>INFL<br>SWA<br>SIDI<br>BUF<br>STRUCTURAL<br>INFL<br>UNE<br>LEV<br>OTHER | MOVAL (DREDGING)<br>ALE BOTTOM<br>_OW POINT<br>'AIR<br>_OW POINT<br>ALE BOTTOM<br>E SLOPE<br>'FER STRIP<br>REPAIR<br>_OW<br>DERDRAIN<br>'EL SPREADER |
| ESTIMATED TOTAL MANHOURS:  |  |  |
| COSTS INCURRED (include description of costs):   |  |  |
| EQUIPMENT/MATERIAL USED (include hours of e  | equipment usage and quar   | ntity of material used):   |
| COMMENTS/ADDITIONAL INFO:  |  |  |
|  |  |  |

## Appendix E: Annual Inspection and Maintenance Submittal Form

Annual Inspection and Maintenance Reporting Form for Stormwater BMPs

(This form to be submitted to El Paso County prior to May 31 of each year)

| Date:             |   |  |  |
|-------------------|---|--|--|
| To:               | El Paso County Stormwater Inspections                           |  |  |
| Re:               | Certification of Inspection and Maintenance; Submittal of forms |  |  |
| Proper            | ty/Subdivision Name:  |  |  |
| Property Address: |   |  |  |
| Contact Name:     |   |  |  |
| Contact Phone #:  |   |  |  |
| Contac            | Contact Email Address:  |  |  |

I verify that the required stormwater facility inspections and required maintenance have been completed in accordance with the <u>Stormwater BMP Maintenance Agreement</u> and the <u>Inspection</u> and <u>Maintenance Manual</u> associated with the above referenced property.

The required Stormwater Facility Inspection and Maintenance forms are attached to this form.

Name of Party Responsible for Inspection & Maintenance

Property Owner

Authorized Signature

Signature

## Appendix E

As-Built Plans (When Complete)

#### Appendix F

## **BMP Maintenance Cost Estimates (2007)**

Routine maintenance costs can usually be predicted for an annual budget and may range from four percent of original capital construction costs per year for an EDB to nine percent of original capital costs per year for an infiltration BMP.

A general rule of thumb is that annual maintenance costs may run from \$100 per acre for minor maintenance, such as mowing, to \$500 per acre for more intensive maintenance including weed control, debris removal, etc.

Non-routine maintenance costs, however, can be substantial over the long run, especially when considering the possibility of eventual BMP replacement. To lessen the immediate financial impact of non-routine costs, it is advised that a BMP maintenance fund, with annual contributions, be established.

As an example, for EDBs, which need to have sediment removed once every two to ten years, ten to 50 percent of anticipated dredging costs should be collected annually. In addition, the average EDBs has a life expectancy of 20 to 50 years. A separate fund that collects two to five percent a year should be established for replacement. Anticipated interest may be used to offset the effects of inflation.

| Type of BMP                 | Type of BMP Sediment Removal     |                |
|-----------------------------|----------------------------------|----------------|
|                             | Frequency                        | Span*          |
| Retention Pond              | 5 to 15 years                    | 20 to 50 years |
| EDB                         | 2 to 10 years                    | 20 to 50 years |
| Sand Filter                 | Every 6 months or as<br>required | 20 to 50 years |
| PLD                         | 5 to 10 years                    | 10 to 25 years |
| Grass Swale/Grass<br>Buffer | As needed                        | 10 to 25 years |
| Porous Paving               | 3 to 4 times per year            | 25 years       |

\*Assumes the facility is maintained on a regular basis.



## **Retention Pond and EDB Sediment Removal**

The technique used to remove sediment from a retention pond or EDB is very site-specific. The information below provides an estimate of costs associated with the dredging process.

#### Mobilization and Demobilization of Machinery

#### Associated Costs: \$1,000 to \$10,000

Large retention ponds or regional facilities will often require a waterborne operation during which an excavator or a crane must be mounted to a floating barge and moved into position. For smaller ponds, larger ponds that can be drained or dredged from the shore, and extended detention basins, a perimeter or dry operation will usually suffice. In this case, a backhoe, truck equipment, or crane may be used to scoop out the sediment. Additional costs for the construction and restoration of access roads for trucks and heavy equipment may be accrued.

#### • Dredging

#### Associated Costs: \$10 per cubic yard to \$20 per cubic yard

The cost of dredging a BMP depends on the volume of sediment removed. The cost (expressed by cubic yard) is largely influenced by the depth of the water and the distance between the excavation area and the "staging area" where sediment is transferred to trucks for removal. Another consideration is whether equipment can easily access the BMP bottom. The following equation can be used to estimate the volume of sediment in cubic yards.

| Equation to Estimate the Volume of Sediment in a BMP (in cubic yards) |  |  |  |
|---|--|--|--|
| surface area (acres) x depth of sediment (feet) x 43,560 = cubic feet |  |  |  |
| cubic feet / 27 = cubic yards   |  |  |  |

#### Disposal

#### Associated Costs: \$5 per cubic yard - on-site to \$47 per cubic yard - off-site

The primary determinant of disposal costs is whether on-site disposal is an option. If onsite disposal is not available, then locating a landfill or large area to apply the spoils may prove challenging and transportation costs may increase considerably. Dredged materials will require special disposal if found to contain hazardous materials.

Adding the likely costs of the sediment removal components establishes a range in which an owner can expect to pay for sediment/pollutant removal. For a facility with a small surface area (0.25 acres) overall costs can range from \$4,000 to \$10,000+. For a large facility (10 acres) overall costs can range from \$170,000 to \$550,000+.

|                              | Maintenance  | Annual Associated<br>Cost  |
|------------------------------|--|--|
| PLD                          | Removal of sediments and<br>replacement of some level of soil is<br>required periodically.<br>Mulch should be replaced annually, or as<br>needed.  | Between \$1,500 and<br>\$2,000, depending upon<br>the size and complexity<br>of the facility.  |
| Grass Swale/<br>Grass Buffer | Remove sediments, replace check dams<br>(usually made of earth, riprap, or wood),<br>reseed or sod (if grassed) or replace<br>dead plants, every two years.  |  |
| Porous<br>Paving             | Vacuum sediments from surface,<br>twice a year.  | Between \$500 and<br>\$1,000, depending on<br>the size of the facility.  |
| Sand Filter                  | Remove the top filter cloth and<br>remove/replace the filter gravel, when a<br>semiannual inspection reveals that it is<br>necessary. Remove and replace the filter<br>cloth and gravel every three to five years. | Between \$3,000 to<br>\$10,000, depending on<br>the type and size of the<br>sand filter and the<br>amount of impervious<br>surface draining to it. |

If an oil sheen is present in the facility, it should be removed by a qualified oil recycler, which increases costs. Other expenses, such as removal of trash and hydrocarbons from water traps may also be required.

Removing sediment from stormwater facilities can be a considerable expense. Look for opportunities to reduce the amount of sediment entering the pond from the surrounding drainage area.

**<u>Reference</u>**: Information adapted from "Maintaining Stormwater Systems, A Guidebook for Private Owners and Operators in Northern Virginia", January 2007, Northern Virginia Regional Commission

#### Appendix G

## **Civil Engineer Stormwater Best Management Practice (permanent) Certification Letter**

(date)

El Paso County Stormwater Inspections

2880 International Circle, Suite 110 Colorado Springs, CO 80910

Gentlemen:

The permanent stormwater Best Management Practices (BMPs) for (*Name of project & Subdivision Name (required) & address*) consist of (*description of the BMPs, e.g.,type, WQCV, drainage area, etc.*). (*Name of Civil Engineering Firm*) has reviewed the attached letter(s) from (*Name of Geotechnical Engineering Firm*) and from (*Name(s) Landscape Architect Firm and/or Other Involved Firms*), as appropriate. Based upon this information and information gathered during periodic site visits to the project during significant/key phases of the stormwater BMP installation, (*Name of Engineering Firm*) is of the opinion that the stormwater BMPs have been constructed in general compliance with the approved Erosion and Stormwater Quality Control Plan, Construction Plans, and Specifications as filed with El Paso County.

#### **Statement Of Engineer In Responsible Charge:**

I, \_\_\_\_\_(print name), a registered Professional Engineer in the State of Colorado, in accordance with Sections 5.2 and 5.3 of the Bylaws and Rules of the State Board of Registration for Professional Engineers and Professional Land Surveyors, do hereby certify that I or a person under my responsible charge periodically observed the construction of the above mentioned project. Based on the on-site field observations and review of pertinent documentation, it is my professional opinion that the required permanent BMPs have been installed and are in general compliance with the approved Erosion and Stormwater Quality Control Plan, Construction Plans, and Specifications as filed with El Paso County. For BMPs with a Water Quality Capture Volume (WQCV), I have attached the post-construction As-Built drawings. The As-Built drawings accurately depict the final installation of the stormwater BMPs and verify the WQCV.

(Name of Engineer, P.E.) Colorado No. XXXXX

Seal & Signature of P.E. Goes Here

## Description

A sediment basin is a temporary pond built on a construction site to capture eroded or disturbed soil transported in storm runoff prior to discharge from the site. Sediment basins are designed to capture site runoff and slowly release it to allow time for settling of sediment prior to discharge. Sediment basins are often constructed in locations that will later be modified to serve as post-construction stormwater basins.

## **Appropriate Uses**

Most large construction sites (typically greater than 2 acres) will require one or more sediment basins for effective



**Photograph SB-1.** Sediment basin at the toe of a slope. Photo courtesy of WWE.

management of construction site runoff. On linear construction projects, sediment basins may be impractical; instead, sediment traps or other combinations of BMPs may be more appropriate.

Sediment basins should not be used as stand-alone sediment controls. Erosion and other sediment controls should also be implemented upstream.

When feasible, the sediment basin should be installed in the same location where a permanent postconstruction detention pond will be located.

## **Design and Installation**

The design procedure for a sediment basin includes these steps:

- Basin Storage Volume: Provide a storage volume of at least 3,600 cubic feet per acre of drainage area. To the extent practical, undisturbed and/or off-site areas should be diverted around sediment basins to prevent "clean" runoff from mixing with runoff from disturbed areas. For undisturbed areas (both on-site and off-site) that cannot be diverted around the sediment basin, provide a minimum of 500 ft<sup>3</sup>/acre of storage for undeveloped (but stable) off-site areas in addition to the 3,600 ft<sup>3</sup>/acre for disturbed areas. For stable, developed areas that cannot be diverted around the sediment basin, storage volume requirements are summarized in Table SB-1.
- Basin Geometry: Design basin with a minimum length-to-width ratio of 2:1 (L:W). If this cannot be achieved because of site space constraints, baffling may be required to extend the effective distance between the inflow point(s) and the outlet to minimize short-circuiting.
   Sediment Basins
- **Dam Embankment**: It is recommended that embankment slopes be 4:1 (H:V) or flatter and no steeper than 3:1 (H:V) in any location.

| Sediment Basins          |     |  |
|--------------------------|-----|--|
| Functions                |     |  |
| Erosion Control          | No  |  |
| Sediment Control         | Yes |  |
| Site/Material Management | No  |  |

• **Inflow Structure**: For concentrated flow entering the basin, provide energy dissipation at the point of inflow.

| Imperviousness (%) | Additional Storage Volume (ft <sup>3</sup> )<br>Per Acre of Tributary Area |
|--------------------|--|
| Undeveloped        | 500  |
| 10                 | 800  |
| 20                 | 1230   |
| 30                 | 1600   |
| 40                 | 2030   |
| 50                 | 2470   |
| 60                 | 2980   |
| 70                 | 3560   |
| 80                 | 4360   |
| 90                 | 5300   |
| 100                | 6460   |

# Table SB-1. Additional Volume Requirements for Undisturbed and Developed Tributary Areas Draining through Sediment Basins

- **Outlet Works**: The outlet pipe shall extend through the embankment at a minimum slope of 0.5 percent. Outlet works can be designed using one of the following approaches:
  - **Riser Pipe (Simplified Detail):** Detail SB-1 provides a simplified design for basins treating no more than 15 acres.
  - **Orifice Plate or Riser Pipe**: Follow the design criteria for Full Spectrum Detention outlets in the EDB Fact Sheet provided in Chapter 4 of this manual for sizing of outlet perforations with an emptying time of approximately 72 hours. In lieu of the trash rack, pack uniformly sized 1<sup>1</sup>/<sub>2</sub> to 2-inch gravel in front of the plate or surrounding the riser pipe. This gravel will need to be cleaned out frequently during the construction period as sediment accumulates within it. The gravel pack will need to be removed and disposed of following construction to reclaim the basin for use as a permanent detention facility. If the basin will be used as a permanent extended detention basin for the site, a trash rack will need to be installed once contributing drainage areas have been stabilized and the gravel pack and accumulated sediment have been removed.
  - Floating Skimmer: If a floating skimmer is used, install it using manufacturer's recommendations. Illustration SB-1 provides an illustration of a Faircloth Skimmer Floating Outlet<sup>TM</sup>, one of the more commonly used floating skimmer outlets. A skimmer should be designed to release the design volume in no less than 48 hours. The use of a floating skimmer outlet can increase the sediment capture efficiency of a basin significantly. A floating outlet continually decants cleanest water off the surface of the pond and releases cleaner water than would discharge from a perforated riser pipe or plate.



**Illustration SB-1.** Outlet structure for a temporary sediment basin - Faircloth Skimmer Floating Outlet. Illustration courtesy of J. W. Faircloth & Sons, Inc., FairclothSkimmer.com.

- **Outlet Protection and Spillway:** Consider all flow paths for runoff leaving the basin, including protection at the typical point of discharge as well as overtopping.
  - **Outlet Protection:** Outlet protection should be provided where the velocity of flow will exceed the maximum permissible velocity of the material of the waterway into which discharge occurs. This may require the use of a riprap apron at the outlet location and/or other measures to keep the waterway from eroding.
  - **Emergency Spillway:** Provide a stabilized emergency overflow spillway for rainstorms that exceed the capacity of the sediment basin volume and its outlet. Protect basin embankments from erosion and overtopping. If the sediment basin will be converted to a permanent detention basin, design and construct the emergency spillway(s) as required for the permanent facility. If the sediment basin will not become a permanent detention basin, it may be possible to substitute a heavy polyvinyl membrane or properly bedded rock cover to line the spillway and downstream embankment, depending on the height, slope, and width of the embankments.

## **Maintenance and Removal**

Maintenance activities include the following:

- Dredge sediment from the basin, as needed to maintain BMP effectiveness, typically when the design storage volume is no more than one-third filled with sediment.
- Inspect the sediment basin embankments for stability and seepage.
- Inspect the inlet and outlet of the basin, repair damage, and remove debris. Remove, clean and replace the gravel around the outlet on a regular basis to remove the accumulated sediment within it and keep the outlet functioning.
- Be aware that removal of a sediment basin may require dewatering and associated permit requirements.
- Do not remove a sediment basin until the upstream area has been stabilized with vegetation.

Final disposition of the sediment basin depends on whether the basin will be converted to a permanent post-construction stormwater basin or whether the basin area will be returned to grade. For basins being converted to permanent detention basins, remove accumulated sediment and reconfigure the basin and outlet to meet the requirements of the final design for the detention facility. If the sediment basin is not to be used as a permanent detention facility, fill the excavated area with soil and stabilize with vegetation.



| TABLE SB-1. SIZING INFORMATION FOR STANDARD SEDIMENT BASIN                    |  |  |  |
|---|--|--|--|
| Upstream Drainage<br>Area (rounded to<br>nearest acre), (ac)                  | Basin Bottom Width<br>(W), (ft)  | Spillway Crest<br>Length (CL), (ft)  | Hole<br>Diameter<br>(HD), (in)   |
| 1<br>2<br>3<br>4<br>5<br>6<br>7<br>8<br>9<br>10<br>11<br>12<br>13<br>14<br>15 | 12 ½<br>21<br>28<br>33 ½<br>43<br>47 ¼<br>51<br>55<br>58 ¼<br>61<br>64<br>67 ½<br>70 ½<br>73 ¼ | 2<br>3<br>5<br>6<br>8<br>9<br>11<br>12<br>13<br>15<br>16<br>18<br>19<br>21<br>22 | 932<br>1376<br>12<br>976<br>2132<br>2532<br>2532<br>2732<br>2532<br>2732<br>2532<br>2732<br>27 |

#### SEDIMENT BASIN INSTALLATION NOTES

- 1. SEE PLAN VIEW FOR:
  - -LOCATION OF SEDIMENT BASIN.

-TYPE OF BASIN (STANDARD BASIN OR NONSTANDARD BASIN).

-FOR STANDARD BASIN, BOTTOM WIDTH W, CREST LENGTH CL, AND HOLE DIAMETER, HD.

-FOR NONSTANDARD BASIN, SEE CONSTRUCTION DRAWINGS FOR DESIGN OF BASIN INCLUDING RISER HEIGHT H, NUMBER OF COLUMNS N, HOLE DIAMETER HD AND PIPE DIAMETER D.

2. FOR STANDARD BASIN, BOTTOM DIMENSION MAY BE MODIFIED AS LONG AS BOTTOM AREA IS NOT REDUCED.

3. SEDIMENT BASINS SHALL BE INSTALLED PRIOR TO ANY OTHER LAND-DISTURBING ACTIVITY THAT RELIES ON ON BASINS AS AS A STORMWATER CONTROL.

4. EMBANKMENT MATERIAL SHALL CONSIST OF SOIL FREE OF DEBRIS, ORGANIC MATERIAL, AND ROCKS OR CONCRETE GREATER THAN 3 INCHES AND SHALL HAVE A MINIMUM OF 15 PERCENT BY WEIGHT PASSING THE NO. 200 SIEVE.

5. EMBANKMENT MATERIAL SHALL BE COMPACTED TO AT LEAST 95 PERCENT OF MAXIMUM DENSITY IN ACCORDANCE WITH ASTM D698.

6. PIPE SCH 40 OR GREATER SHALL BE USED.

7. THE DETAILS SHOWN ON THESE SHEETS PERTAIN TO STANDARD SEDIMENT BASIN(S) FOR DRAINAGE AREAS LESS THAN 15 ACRES. SEE CONSTRUCTION DRAWINGS FOR EMBANKMENT, STORAGE VOLUME, SPILLWAY, OUTLET, AND OUTLET PROTECTION DETAILS FOR ANY SEDIMENT BASIN(S) THAT HAVE BEEN INDIVIDUALLY DESIGNED FOR DRAINAGE AREAS LARGER THAN 15 ACRES.

#### SEDIMENT BASIN MAINTENANCE NOTES

1. INSPECT BMPs EACH WORKDAY, AND MAINTAIN THEM IN EFFECTIVE OPERATING CONDITION. MAINTENANCE OF BMPs SHOULD BE PROACTIVE, NOT REACTIVE. INSPECT BMPs AS SOON AS POSSIBLE (AND ALWAYS WITHIN 24 HOURS) FOLLOWING A STORM THAT CAUSES SURFACE EROSION, AND PERFORM NECESSARY MAINTENANCE.

2. FREQUENT OBSERVATIONS AND MAINTENANCE ARE NECESSARY TO MAINTAIN BMPs IN EFFECTIVE OPERATING CONDITION. INSPECTIONS AND CORRECTIVE MEASURES SHOULD BE DOCUMENTED THOROUGHLY.

3. WHERE BMPs HAVE FAILED, REPAIR OR REPLACEMENT SHOULD BE INITIATED UPON DISCOVERY OF THE FAILURE.

4. SEDIMENT ACCUMULATED IN BASIN SHALL BE REMOVED AS NEEDED TO MAINTAIN BMP EFFECTIVENESS, TYPICALLY WHEN SEDIMENT DEPTH REACHES ONE FOOT (I.E., TWO FEET BELOW THE SPILLWAY CREST).

5. SEDIMENT BASINS ARE TO REMAIN IN PLACE UNTIL THE UPSTREAM DISTURBED AREA IS STABILIZED AND GRASS COVER IS ACCEPTED BY THE LOCAL JURISDICTION.

6. WHEN SEDIMENT BASINS ARE REMOVED, ALL DISTURBED AREAS SHALL BE COVERED WITH TOPSOIL, SEEDED AND MULCHED OR OTHERWISE STABILIZED AS APPROVED BY LOCAL JURISDICTION.

(DETAILS ADAPTED FROM DOUGLAS COUNTY, COLORADO)

NOTE: MANY JURISDICTIONS HAVE BMP DETAILS THAT VARY FROM UDFCD STANDARD DETAILS. CONSULT WITH LOCAL JURISDICTIONS AS TO WHICH DETAIL SHOULD BE USED WHEN DIFFERENCES ARE NOTED.

