

**5 Briggs Street
PORTLAND, MAINE**

May 20, 2015

**INSPECTION AND MAINTENANCE
OF STORMWATER MANAGEMENT FACILITIES**

The project developer is Briggs Street Property, LLC, 55 Salem St. #B, Portland, ME 04102. The developer will be responsible for the inspection and maintenance of all stormwater management facilities, the establishment of any contract services required to implement the program, and the keeping of records and maintenance log book as described herein. At a minimum, the appropriate and relevant activities for each of the stormwater management facilities should be performed on the prescribed schedule. Periodic inspection and maintenance of these site features and devices is necessary to prevent erosion and remove pollutants from stormwater runoff.

SWALES, DITCHES AND PAVED SURFACES:

Swales, ditches and paved surfaces are easily inspected during a site walk or even a ride-by. Since visual inspection is easy, their condition should be assessed during and/or after significant rainfall events such as thundershowers and periods of heavy or extended rainfall and during periods of significant snowmelt. Any damage or unusual condition such as sedimentation of a ditch, erosion, damaged pavement or dying vegetation should be recorded, dated and initialed by the inspector when observed. Even if there is no damage, the inspector should make record of these inspections at least twice annually.

Paved surfaces should be visually inspected monthly during the winter. The inspector should pay particular attention to the build up of ice and sand along the edge of the road and remove accumulations that block the free flow of surface runoff to the catch basins. Paved areas should be swept at least once annually. The date and initials of the inspector should be recorded on the forms provided as well as a notation of any cleanup effort that was made.

DRAIN PIPES:

Drain pipes connect catch basins and field inlets. Inspect drain pipes when inspecting other stormwater maintenance facilities. At least annually make a visual inspection of the pipe. During the daylight you should be able to see light through most pipes as they have been laid to a straight line and grade. In some cases (e.g. pipe runs to a catch basin, or is blocked) you will need a light to inspect pipes.

Clean pipes as necessary. Record inspections on the forms provided noting condition of pipe and any maintenance procedures implemented.

UNDERDRAINED SOIL FILTERS:

There is an underdrained soil filter located under the patio on the east end of the building. It consists of an underdrain layer of sand with sand media over it. There are plastic chambers in stone over that with insulation and the patio on top. It is connected to the roof drain and drip strip

Soil Filter Inspection: The soil filter should be inspected after every major storm in the first few months to ensure proper function. Thereafter, the filter should be inspected at least once every six months to ensure that it is draining within 48 hours; and that, after storms that fill the system to overflow, it drains in no less than 24 hours. If the system drains too fast, the orifice on the underdrain outlet may need to be modified. An inspection port is provided for this use.

Soil Filter Replacement: The top several inches of the filter shall be replaced with fresh material when water ponds on the surface of the bed for more than 72 hours. The removed sediments should be disposed in an acceptable manner.

Sediment Removal: Check the roof gutter system to ensure debris is not reaching the filter.

Record all maintenance on forms provided.

**STORMWATER MANAGEMENT SYSTEM
MAINTENANCE PROGRAM
SUMMARY CHECKLIST**

Item	Commentary	Frequency			
		Month	Semi-Annual	Annual	Long-Term
Open Swale, Ditches & Inlet Structures	Inspect for debris accumulation, erosion and excessive vegetation. Mow monthly, remove debris, repair and revegetate any area of erosion	X Mow		X	
Pavement	Review for damage and buildup of debris and sand.	X	X Sweep		
Pipelines	Inspect for sediment build-up in pipe. Flush and remove as required.			X	
Underdrain Soil Filter	Review Inspection Port		X		