

**Stamski And McNary, Inc.**

Engineering - Planning – Surveying

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# **Stormwater Operation and Maintenance Manual**

For

## **Summer Place**

111 Summer Street

Acton, MA

**May 11, 2016**

### **Responsible Party:**

Owner: Paulette Barros.  
18 Saratoga Boulevard  
Devens, MA 01434



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



**Schedule for Inspection and Maintenance:**

**Hydroguard HG4i:**

Inspection and maintenance of the Hydroguard can be performed from the surface, without entry into the unit. Perform maintenance a minimum of twice per year. The Hydroguard should be cleaned once the sediment has reached a depth of two feet in the chamber. Perform frequent inspections during the first year of installation to accurately establish the maintenance schedule. Remove oil and sediment through the manhole cover with the use of a vacuum truck.

**Subsurface Infiltration:**

The subsurface drainage system will drain completely following a storm event. The inspection ports shall be opened and inspected annually. If water is observed in the clean out riser, then check the CB-1 for clogging. Remove any debris that may be present. If no debris is present then the system may need to be replaced. The inspection should not be done within 72 hours of a rain event.

**Roof Drain Drywell:**

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

**Infiltration Trench:**

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

**Emergency Contacts:**

In the event of a hazardous materials spill on the site the following parties shall be contacted:

Fire Department: ph: 978-264-9645

**Records:**

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

**Responsibility Party:**

The current Owner shall be responsible for all inspection and maintenance of the items included in the Manual during construction. After construction, the homeowner of Lot 2 shall be responsible for the maintenance of the roof drywell and infiltration trench. The homeowners of Lots 1 and 2 shall be responsible for the maintenance of the drainage system located within the right of way, including catch basin 1.

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

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

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



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



**111 Summer Street**  
Operation and Maintenance Inspection Log

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

<b><u>Inspection Items:</u></b>	<b><u>Frequency:</u></b>
Hydroguard HG4i	Twice per year
Roof Drywell:	Once per year
Subsurface Infiltration:	Once per year
Infiltration Trench:	Twice per year

**Hydroguard HG4i**

Previous Inspection Date: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_  
Sediment Depth: \_\_\_\_\_ (Remove if depth greater than 24")  
Comments: \_\_\_\_\_

Action Required:

**Roof Drywell:**

Previous Inspection Date: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_  
Comments: \_\_\_\_\_

Action Required:

**Subsurface Infiltration:**

Previous Inspection Date: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_  
Comments: \_\_\_\_\_

Action Required:

**Infiltration Trench:**

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

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

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

Comments:

Action Required: