



## OPERATING AND MAINTENANCE AGREEMENT OF STORMWATER FACILITIES

I hereby certify that I will perform the duties as the owner(s) of the Stormwater Management Best Management Practices (BMPs) listed below that includes the listed maintenance activities and others not listed to ensure the systems' proper long-term functioning. I further certify that if ownership is transferred that I will ensure the continued maintenance of these facilities through the proper transfer of ownership responsibilities.

### Property Information

**PARCEL/TMS #(S):** \_\_\_\_\_  
(Obtain from Registrar of Deeds office)

**NAME & TYPE OF BMP(S):** \_\_\_\_\_  
\_\_\_\_\_

**LOCATION OF BMP(S):** \_\_\_\_\_  
\_\_\_\_\_

**PROPERTY DEED BOOK & PAGE, AND RECORDED DATE:** \_\_\_\_\_

**TITLE OF SITE PLAN:** \_\_\_\_\_  
(Should exactly match the title given on application for a construction permit)

**PROJECT ENGINEERING FIRM:** \_\_\_\_\_

**PROJECT CONSTRUCTION FIRM:** \_\_\_\_\_

**NUMBER & DATE OF CONSTRUCTION PERMIT:** \_\_\_\_\_

### Property Owner(s)

**OWNER #1:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP CODE :** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME AND TITLE:** \_\_\_\_\_  
(If Owner is a Business)

**OWNER #2:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP CODE :** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINTED NAME AND TITLE:** \_\_\_\_\_  
(If Owner is a Business)



# OPERATING AND MAINTENANCE AGREEMENT OF STORMWATER FACILITIES

## Responsibilities

1. Regular Inspections: Inspections shall be performed at least twice a year and more regularly as listed below or as specified by a manufacturer. Inspection reports shall be generated and kept on file for two (2) years. Reports are to be made available to the Town of Summerville upon request. If generated by a third party, it shall remain the owner's (or owners') responsibility to maintain the reports.
2. Routine Maintenance: Some maintenance activities are needed on a routine basis, as listed below. The activities listed should be performed on a monthly basis or more frequently if needed or unless specified below or by a manufacturer.
  - a. Vegetation Management: if applicable, grass should be mowed bimonthly or more frequently if needed.
  - b. Inlet and Outlet Structures: any blockage of inlets and outlets structures should be removed. Inlet and outlet protection should be repaired or replaced as needed.
  - c. Debris and Litter: trash and other debris that collects in the BMP should be removed.
3. Sediment Removal: BMPs will trap sediments and other settleable material over time and this material should be removed once the storage capacity has been reduced by 33%. Removal of the sediment shall occur no less frequently than once every year or as specified by the manufacturer. If a forebay exists, any trash, sediment, or other debris should be completely removed as discovered through routine maintenance activities or inspections.
4. Slope Stabilization/Structural Integrity: Slope erosion, sink holes, or other structural issues should be repaired as soon as discovered through routine maintenance activities or inspections.

## Additional Responsibilities

List any additional routine or long-term activities to be performed on the BMP(s). This area may also be used to replace the list of maintenance activities listed above or to list manufacturer requirements.

---



---



---



---



---



---

**Note:** The Town of Summerville reserves the right to alter the maintenance schedule and activity as necessary to ensure the proper functioning of the BMP.