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## 7.4 Operation and Maintenance Plan

Stormwater Management Standard 12 requires that a long-term Operation and Maintenance (O&M) Plan be developed and implemented to ensure that stormwater management systems function as designed. At a minimum, the O&M Plan shall identify:

- Stormwater management system(s) owners<sup>15</sup>
- The party or parties responsible for operation and maintenance including how future property owners will be notified of the presence of the stormwater management system and the requirement for proper operation and maintenance
- The routine and non-routine maintenance tasks to be undertaken after construction is complete and a schedule for implementing those tasks
- Log form for recording operation and maintenance activities
- Estimated operations and maintenance budget
- The maintenance declaration in place
- Plan that is drawn to scale and shows the location of all stormwater BMPs in each treatment train along with the discharge point
- Sealed and signed by a Professional Engineer

An Operations and Maintenance Plan checklist is included in *Appendix I*.

The project proponent shall also provide a legal mechanism for implementing and enforcing the O&M Plan (i.e., stormwater maintenance declaration), which shall be filed on the Town of Greenwich Land Records. A copy of the stormwater maintenance declaration is provided in *Appendix H*. The maintenance declaration shall reference as an attachment of those activities that must be carried out to maintain compliance with the declaration (Exhibit A), and a map showing the location of each stormwater management practice affected by the declaration (Exhibit B), Exhibits A and B of the declaration shall be prepared by the applicant's engineer.

In the event that the stormwater BMPs will be operated and maintained by an entity, municipality, state agency or person other than the sole owner of the lot upon which the stormwater management facilities are placed, the proponent shall provide a plan and easement deed that provides a right of access for the legal entity to be able to perform said operation and maintenance functions, including inspections.

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## 7.5 Erosion and Sediment Control Plan

Land development projects in the Town of Greenwich shall include methods to minimize the harmful effects of soil erosion and sedimentation during construction. The land development application submittal shall include an Erosion and Sediment Control Plan that describes the proposed sedimentation and erosion control measures. Erosion and sediment control measures shall be designed in accordance with the Connecticut Guidelines for Soil Erosion and Sediment

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<sup>15</sup> The stormwater management system owner is generally considered to be the landowner of the property, unless other legally binding agreements are established.

Control, as amended. All proposed developments, regardless of the area of proposed disturbance, must implement erosion and sediment controls prior to and throughout the duration of construction. Erosion and Sediment Control Plans shall be signed and sealed by a Professional Engineer licensed in the State of Connecticut.

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## 7.6 Plan and Report Revisions

### 7.6.1 Plans

All plans must include the revision date and a CAD revision symbol on all changes. Each review period shall start with a clean slate and no revisions (e.g., Preliminary Site Plan Approval, Final Site Plan Approval, Construction Site Plan Approval, etc.). The approved Construction Site Plan with revisions must be submitted to the Building Division and future revisions updated as necessary. A letter shall be submitted with each revised set of plans and it shall discuss all revisions.

### 7.6.2 Reports

All reports must include the revision date and a symbol, special text, or other identifying formatting on all changes. Each review period shall start with a clean slate and no revisions (e.g., Stormwater Management Report Part One, Stormwater Management Report Part Two, Preliminary Operation & Maintenance Plan Report, Final Operation & Maintenance Plan Report, etc.). A letter shall be submitted with each revised report and it shall discuss all revisions.

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## 7.7 Certifications

The following signed certifications are required to be submitted for all land development projects that are subject to the Greenwich Stormwater Management Standards prior to the issuance of a Building Permit:

- Stormwater Management Standards – Drainage Report Exemption (as applicable)
- Soil Evaluation Test Results
- Directly Connected Impervious Area (DCIA) Certification – Pre-Construction

The following signed certifications are required to be submitted for all land development projects that are subject to the Greenwich Stormwater Management Standards prior to the issuance of a Certificate of Occupancy:

- Site Inspection Certification
- Drainage Certification
- Field Inspection Record
- Bioretention Certification (as applicable)
- Directly Connected Impervious Area (DCIA) Certification – Post-Construction

Copies of the above certification forms are provided in *Appendix K*.