

EXHIBIT A

Include this EXHIBIT with the agreement document to be recorded. The text below that does not apply will need to be deleted along with all red instruction text.

For properties that are not part of a residential or commercial subdivision, provide the parcel number and a legal description for the property.

Replace this text with the parcel #

Replace this text with the legal description

OR

For properties that are a LOT in a commercial subdivision, provide the LOT and parcel number and refer to the newly recorded subdivision by the title it is recorded by in the Utah County Recorder's Office.

Replace this text with the parcel #

Replace this text with the LOT #

Replace this text with the plat title and the township and range as it is recorded on the plat

OR

For properties that are a private residential subdivision, refer to the newly recorded subdivision by the title it is recorded by in the Utah County Recorder's Office.

All parcels of

Replace this text with the plat title and township and range as it is recorded on the plat

EXHIBIT B

Stormwater System Operation and Maintenance Plan for:

All red instruction text needs to be deleted from the final plan

Replace the following text with:

Insert Development Name
Address
City, State, Zip Code

Company Name on Legal Records
Owner of Record Name (at time of recording)
Address
City, State, Zip Code
Phone Number
Email

Stormwater System Operations and Maintenance contact for addressing regular site operations, inspections, and annual reporting regarding this property. Contacts will often require updating as property staff or ownership changes

Site Manager, Company Representative, Property Agent, HOA Representative, responsible for operations and maintenance etc.
Phone Number
Email Address

PURPOSE AND RESPONSIBILITY

The Clean Water Act regulates development to protect water resources. The resulting Lehi City Municipal Separate Storm Sewer Systems (MS4) Permit regulates development to design with water quality approaches and to show that maintenance adequately contains and controls pollution generated on the property.

The Utah Stormwater Advisory Committee, formed to support the Utah Department of Environmental Quality, Division of Water Quality CWA obligations, recommends the Stormwater System Operations and Maintenance Plan program to achieve the MS4 obligations and to foster uniformity across municipalities.

The Stormwater System Operations and Maintenance Plan, prepared by the designers of this property, is intended to help site staff and service contractors understand the property's flood and water quality control system and why adequate maintenance is necessary for sufficient flood control protection and to prevent pollutants in the runoff from affecting the environment. Ultimately, good maintenance helps improve the quality of life in the communities where we live and visit.

This Stormwater System Operation and Maintenance Plan describes the systems, operations, and minimum operating procedures necessary to manage pollutants on this property. Any activities or site operations on this property that contaminate water entering the City's stormwater system or groundwater and results in loose litter must be prohibited.

This Stormwater System Operation and Maintenance Plan is aimed at preventing the Spring Creek, Jordan River, and Utah Lake impairments.

Spring Creek Impairments:

- E. coli
- Temperature
- Dissolved Oxygen

Jordan River Impairments:

- Total Dissolved Solids (TDS)
- Arsenic

Utah Lake Impairments

- Eutrophication
- PCBs in Fish Tissue

- E. coli
- Harmful Algal Blooms
- Phosphorus
- Total Dissolved Solids (TDS)

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SECTION 1: SITE DESCRIPTION, USE, AND IMPACT

By living in urban communities, every property has runoff that can potentially affect the quality of water that drains to waterways and the ground. To manage flooding, control water pollution, and manage cost, it is vital we understand how our flood and water quality system works.

Our site infrastructure is limited at controlling and containing pollutants. If our property and operations are managed improperly, we will contaminate local water resources. This Stormwater System Operation and Maintenance Plan includes standard operating procedures intended to help us responsibly manage our grounds. Standard Operating Procedures are filed in Appendix B.

Parking, Sidewalk, and Flatwork

Describe the impervious infrastructure and how it and its maintenance practices can impact surface and groundwater quality. Acknowledge how poor maintenance can increase risks to flood and water quality and increase maintenance costs. Identify the necessary SOPs and include them in Appendix B.

The following text is suggested for your convenience. **If used, the property owner and design team are expected to modify the suggested text to represent the site's unique infrastructure, operations, and conditions.**

Any sediment, leaves, debris, spilt fluids, or other waste that collects on our parking areas, sidewalks, and other pavements will be carried by runoff to our flood and water quality control system. Any solids will fill in our system, requiring removal and cleaning. Any solid material, dissolved solids, and liquids mixed with runoff can contaminate surface water and potentially groundwater, for which we are responsible.

Landscaping

Describe the landscape infrastructure and how it and its maintenance practices impact our flood and water quality system. Also include description of any LID if used, to manage the retention standard. Acknowledge how poor maintenance impacts the 80th percentile retention infrastructure. If LID is used, describe its benefit and the effects of poor maintenance practices. Identify the necessary SOPs and include them in Appendix B.

The following text is suggested for your convenience. **If used, the property owner and design team are expected to modify the suggested text to represent the site's unique infrastructure, operations, and conditions.**

Our landscape operations can result in grass clippings, sticks, branches, dirt, mulch, fertilizers, herbicides, and pesticides collecting on our paved areas. When left on pavements, these solids will fill in our flood and water quality system, requiring removal and cleaning. Any dissolved solids and liquids mixed with runoff can contaminate surface water and potentially groundwater, for which we are responsible.

Flood and Water Quality Control System

Describe the stormwater system including surface grading, conveyance system, runoff storage, retention and detention storage, manufactured treatment devices, and when used, any LID. For design and planning assistance, visit <https://www.epa.gov/npdes/stormwater-planning>

Flood and water quality systems can usually be separated into 3 primary approaches or variations of each scenario.

1. Directly connected chamber/drywell systems in combination with a manufactured treatment device (MTD). Scenario (1) appears to be the current trend. Generally, these systems concentrate runoff and pollution into a smaller space, increasing the risk for inadequate infiltration rates and groundwater contamination. Maintenance frequency is likely more frequent and spill mitigation of contaminated ground can also be significantly more expensive.
2. Surface pocket retention/detention pond Low Impact Development (LID) systems. These systems are usually legacy high-back curb, inlets, pipe, detention systems with a water quality retention volume. Many times, these systems can warrant an MTD. Generally, these systems concentrate runoff and pollution into a smaller space, increasing risk for inadequate infiltration resulting in long-term surface water ponding.
3. LID approaches. The better LID approaches more evenly distribute runoff across the site and usually pretreat runoff with natural processes prior to discharging to retention/detention areas for managing excess flood control volume or can be combined. Better LID designs can sometimes replace the need for an MTD. Generally, these systems distribute runoff and pollution better, decreasing inadequate infiltration and groundwater contamination risk. Spill mitigation cost risks are also likely less.

Tweak the suggested language to fit your unique flood and water quality control design.

This paragraph is suggested language for the directly connected chamber/drywell approaches.

Our flood and water quality control system collects runoff directly from pavements with inlets and pipes. The pipes carry runoff and anything washed off our pavement directly to our manufactured treatment device and to our underground chamber retention/detention system designed to retain and infiltrate the first 0.5 inches of runoff. Our manufactured treatment device is a [INSERT MANUFACTURED TREATMENT DEVICE] and only captures sediments and floating material. Pollution that dissolves in water is not treated and anything else that can bypass runoff events will drain into the ground. The runoff in excess of the retention volume is released to the Lehi City System at [INSERT DISCHARGE RATE] cfs. The entire system is designed to manage the peak volume runoff for the 100-year storm event.

This paragraph is suggested for the surface pocket retention/detention pond LID approach.

Our flood and water quality control system collects runoff and anything washed off our pavements directly into our pocket retention/detention pond system. Directing runoff to surface retention/detention ponds reduces our impact by trapping solids on the surface and treating dissolved pollutants using plants and soil biology. The first 0.5 inches of runoff is retained and infiltrated into the ground. The runoff in excess of the retention volume is released to the Lehi City System at [INSERT DISCHARGE RATE] cfs. The entire system is designed to manage the peak runoff volume for the 100-year storm event.

This paragraph is suggested for the LID approach.

Our flood and water quality control system carries runoff directly into landscaping swales, rain gardens, and open landscaping areas. Directing runoff to surface areas reduces our impact by trapping solids on the surface and treating dissolved pollutants using plants and soil biology. Evenly distributing runoff across our property also reduces the time runoff will pond on the surface. The first 0.5 inches of runoff is retained and infiltrated into the ground within the swales, rain gardens, and landscape systems, and the excess treated runoff spills into our underground chamber system or aboveground detention pond where it is detained and released to the Lehi City system at [INSERT DISCHARGE RATE] cfs. The entire system is designed to manage the peak runoff volume for the 100-year storm event.

The following 2 paragraphs are common for all 3 scenarios.

Treating and infiltrating runoff from our property is required by the Clean Water Act and is intended to protect streams, rivers, and groundwater. It is important that we regularly maintain our system and diligently follow our standard operating procedures to manage and prevent

pollution with potential to dissolve and mix with runoff, damaging surface and subsurface water resources, for which we are responsible.

Also, anything we allow to reach our surface low impact system, manufactured treatment device, and underground chamber system will fill it with sediment and debris, increasing maintenance costs. It is important to follow our standard operating procedures to help manage site maintenance costs and ensure our system is working properly.

Waste Management

Describe the waste management system infrastructure and how it and its maintenance practices impact our system and water quality. Provide necessary trash management SOPs and include them in Appendix B.

The following text is suggested for your convenience. **If used, the property owner and design team are expected to modify the suggested text to represent the site's unique infrastructure, operations, and conditions.**

Good waste management systems, if managed improperly, can become the source of the very pollution it was intended to manage. Closing the lids of our dumpsters and trash receptacles is necessary to prevent lightweight trash from being carried off by wind, and precipitation exposure causing liquids to leak to our pavement and from haul trucks. In addition, our dumpster pad slopes toward our pavement and any leaks can leach into runoff, staining our pavement, increasing odors, and increasing the risk to water resources.

Utility System

Describe the utility infrastructure and how it and its maintenance practices impact our system and water quality. Identify the necessary SOPs and include them in Appendix B.

The following text is suggested for your convenience. **If used, the property owner and design team are expected to modify the suggested text to represent the site's unique infrastructure, operations, and conditions.**

Our roof top utility system is exposed to our roof drains which drain to our pavements. This heating and air conditioner unit contains oils and other chemicals that can harm surface water and groundwater if allowed to reach our flood and water quality system.

Snow and Ice Removal Management

Describe the snow and ice operations and how they can impact our system and water quality. Identify the necessary SOPs and include them in Appendix B.

The following text is suggested for your convenience. **If used, the property owner and design team are expected to modify the suggested text to represent the site's unique infrastructure, operations, and conditions.**

Salt is a necessary pollutant and is vital to ensuring safe parking lots and pedestrian walkways. However, salt and other ice management chemicals, when improperly managed, will unnecessarily increase our salt impact on our own vegetation and local water resources. In addition, we need to minimize salt to maintain healthy root systems needed for optimum infiltration rates.

Equipment / Outside Storage

Describe any outside storage facilities or operations and how they can impact our system and water quality. Delete when not applicable. Identify the necessary SOPs and include them in Appendix B.

Add Infrastructure or Operations that are Unique to this Site

Describe any other site infrastructure or operations unique to this property which impact our systems and water quality. Delete when not applicable. Identify the necessary SOPs and include them in Appendix B.

SECTION 2: TRAINING

Ensure that all employees and maintenance contractors know and understand the standard operating procedures specifically written to manage and maintain the property. Maintenance contractors must use the stronger of their company and the Stormwater System Operations and Maintenance Plan standard operating procedures. File all training records in Appendix C.

SECTION 3: RECORDKEEPING

Maintain records of operation and maintenance activities in accordance with standard operating procedures. Mail a copy of the record to Lehi City annually.

Mailing Address:

Lehi City Stormwater Division

2538 North 300 West

Lehi, Utah 84043

Email Address:

lehicitystormwater@gmail.com

SECTION 4: APPENDICES

Modify appendix to match actual Stormwater System Operation and Maintenance Plan contents.

Appendix A-Site Drawings and Details

Appendix B-SOPs

Appendix C-Recordkeeping Documents

Appendix D-Drainage and Geotechnical Reports, UIC Registration

APPENDIX A – SITE DRAWINGS AND DETAILS

Insert final grading & drainage plan sheets from the site civil drawings and details following this page. Include any specific notes or markers to assist with inspection and maintenance requirements.

APPENDIX B -SOPS

Insert the site's unique SOPs following this page.

Instruction for writing SOPs

The purpose of the SOPs is to provide site managers, staff maintenance personnel and maintenance contractors adequate instruction necessary to maintain the property in an environmentally responsible manner.

Low Impact Development and 80th percentile infrastructure is not only new to many people, but it will also likely need regular maintenance to adequately provide long-term flood and environmental protection.

The following pages contain suggested SOP templates for typical developments; however, every site's conditions and operations are usually unique in many ways. The property owner and design team are expected to determine template applicability and modify the suggested text to the unique site infrastructure, its limitations, and operations. Ultimately, it is the property owner's and design team's responsibility to ensure the SOPs are adequate for managing their runoff impacts.

Lehi City also encourages the use of existing company SOPs modified and geared for this site's unique system operations. The use of the suggested SOPs and equivalent caliber company SOPs can reduce review iterations.

PAVEMENT SWEEPING

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) One of the primary contaminants in Spring Creek, Utah Lake, and the Jordan River is organic material.
- b) Any sediment, leaves, debris, spilt fluids, or other waste that collects on our parking areas and sidewalks will fill in our **low impact drainage system, retention/detention storage, manufactured treatment device, and/or underground retention/detention infiltration system**, increasing our maintenance costs. Removing these debris after they have washed to our flood and water quality system is very expensive.

2. Regular Procedure:

- a) Remain aware of minor sediment/debris and sweep or remove this material by other means as needed. Significant deposits will likely collect in autumn with leaf fall and early spring after winter thaw. Sweeping machinery is usually the best tool for this application.
- b) Regularly manage outside activities that spread fugitive debris on our pavements. This involves outside functions including but not limited to yard sales, yard storage, fund raisers, etc.
- c) Do not allow car wash fund raisers or other related activities. Detergents will damage water resources and washed pollutants will fill our storm drain system and drain into the ground, which we are responsible for.

3. Disposal Procedure:

- a) Dispose of hand collected material in dumpster.
- b) Use licensed facilities when haul off is necessary.

4. Training:

- a) Annually and at hire
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

LANDSCAPE MAINTENANCE

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) One of the primary contaminants in Spring Creek, Utah Lake, and the Jordan River is organic material.
- b) Grass clippings, sticks, branches, dirt, mulch, fertilizers, pesticides, and other pollutants will fill our **low impact drainage system, retention/detention storage, manufactured treatment device, and/or underground retention/detention infiltration system**, increasing our maintenance costs. Removing these debris after they have washed to our flood and water quality system is very expensive.

2. Maintenance Procedure:

- a) Maintain healthy vegetation root systems. Healthy root systems will help improve permeable soils, maintaining more desirable infiltration rates in the landscape areas receiving runoff from our pavements.
- b) Grooming
 - Lawn Mowing – Immediately following operations, sweep or blow clippings onto vegetated ground.
 - Fertilizer Operations – Prevent overspray. Sweep or blow granular fertilizer onto vegetated ground immediately following operations.
 - Herbicide Operations – Prevent overspray. Sweep or blow granular herbicide onto vegetated ground immediately following operations.
 - Trash and Debris – Remove trash and debris that have collected within landscaping.
- c) Remove or contain all erodible or loose material prior to forecasted wind and precipitation events, before any non-stormwater will pass through the property, and at the end of the work period. Lightweight debris and landscape materials can require immediate attention when wind or rain is expected.
- d) Landscaping materials and waste can usually be contained or controlled by operational best management practices.
 - Operational; including but not limited to:

- Strategic staging of materials to eliminate exposure, such as not staging on pavement.
 - Avoiding multiple day staging of landscaping backfill and spoil on pavements.
 - Haul off spoil as generated daily.
 - Scheduling work when weather forecasts are clear.
- e) Cleanup:
- Use dry cleanup methods, e.g., square nosed shovel and broom. Conditions are usually sufficient when no more material can be swept onto the square nosed shovel.
 - Power blowing tools.

3. Waste Disposal:

- a) Dispose of waste according to General Waste Management SOP, unless superseded by specific SOPs for the operation.

4. Equipment:

- a) Tools sufficient for proper containment and removal of pollutants.

5. Training:

- a) Annually and at hire.
- b) Inform staff and service contractors when incorrect SOP implementation is observed.
- c) Landscape Service Contractors must use equal or better SOPs.

WASTE MANAGEMENT

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Trash can easily blow out of dumpsters and trash receptacles.
- b) Liquids in our dumpsters can leak from our dumpsters as well as haul trucks, polluting waterways and subsurface soils, staining pavements, and increasing odors.

2. Procedure:

- a) Remain aware of the lids and keep them closed.
- b) Remain aware of and repair leaks. Minimize allowing disposal of liquids in our receptacles and dumpsters.
- c) Be aware of dumpster capacity and solve capacity issues. Leaving bags outside of dumpsters is not acceptable.

3. Waste Disposal Restrictions for all Waste Scheduled for the North Pointe Solid Waste landfill:

- a) Generally, most waste generated at this property, and waste from all spill cleanup operations can be disposed of in our dumpsters under the conditions listed in this SOP, unless specific disposal requirements are identified by the product SDS or otherwise specified in other SOPs.
- b) Know the facility disposal requirements and restrictions. It should not be assumed that all waste disposed of in collection devices will be disposed of at the North Pointe Solid Waste landfill.
- c) Review the North Pointe Solid Waste landfill regulations for additional restrictions and understand what waste is prohibited in the North Pointe Solid Waste landfill. Ensure the SDS and North Pointe Solid Waste landfill regulations are not contradictory. Generally, the North Pointe Solid Waste landfill regulations are:
 - Electronic waste, mattresses, dead animals, batteries, and refrigerators or appliances containing refrigerant should not be placed in trash receptacles or dumpsters but will be accepted at the transfer station. See the North Point Solid Waste Special Service District website for more information.

- Household hazardous waste (HHW) is accepted on a limited basis. See the North Pointe Solid Waste Special Service District website for more information.
- d) North Pointe Solid Waste Special Service District
- Address: 2000 W 200 S, Lindon UT 84042
 - Phone Number: 801-225-8538
 - Website: <https://www.utahcountygabage.org/>

4. Training:

- a) Annually and at hire.
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

FLOOD AND WATER QUALITY SYSTEM

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Our flood and water quality system will collect anything we leave in the way of runoff, which will fill in our **low impact drainage system, retention/detention storage, manufactured treatment device, and/or underground retention/detention infiltration system**, increasing maintenance costs. Removing these debris after they have washed to our flood and water quality system is very expensive.
- b) Any liquids or dissolved pollutants can increase the risk of contaminating groundwater, for which we are responsible.
- c) During very intense storm events, pollutants in excess runoff can bypass our system, increasing the risk of contaminating groundwater and surface waters.

2. Inspections:

- a) **Inspect manufactured treatment device for trash, oil, and sediment. Remove any floating trash at each inspection interval with rake or other means. Remove any oil sheen with absorbent materials. Remove sediment accumulations of 6" or more. This will usually require hydro-vacuum machinery.**
- b) **Inspect manufactured treatment device for mosquito larvae. Contact the Utah County Mosquito Abatement District when necessary.**
- c) **Inspect underground retention/detention infiltration system for liquid or solid pollutants that can pollute subsurface soils. There is no vegetation and less soil biology in these systems to break down harmful chemicals, so extra measures need to be taken to prevent them from entering the system. Find the sources of these pollutants and prevent them from entering the system.**
- d) **Inspect underground retention/detention infiltration system for sediment and debris accumulations. Remove sediment and debris accumulation when volume capacities drop below 90%. Removal will require hydro-vacuum machinery.**
- e) **Inspect sediment accumulations in aboveground detention/retention infrastructure. Remove sediment accumulation when volume capacities drop below 90%.**

- f) Regularly remove trash and debris from landscaping areas and above ground low impact flood control systems with regular grooming operations. Inspect sediment accumulations in low impact flood control systems. Remove accumulations when volumes within the swales, rain gardens, and landscape areas drop below 90%.
- g) Inspect low impact flood control system for adequate drainage and vegetation coverage. Poor drainage can be improved by maintaining healthy plant root systems.
- h) Inspect flood design and retention system high water levels following significant storm events. The retention and detention depths should not exceed the depths shown on the plans for the respective storm event volumes. Contact an engineer when high water depths shown within plans are not consistent with the storm event.
- i) Inspect surface water ponding. Water should not remain for more than 48 hours. Contact an engineer when the system is not draining. We should reduce site irrigation overspray as this could keep our pond wet all the time.

3. Disposal Procedure:

- a) Remove and dispose of sediment and debris at licensed facilities. Also, dry waste can be disposed of in your dumpster as permitted by the North Pointe Solid Waste landfill.
- b) Disposal of hazardous waste:
 - Dispose of hazardous waste at regulated disposal facilities. Follow SDS Sheets. Also see Waste Management and Spill Control SOPs.

4. Training:

- a) Annually and at hire.
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

Add manufacturer's O&M literature for proprietary flood and water quality systems behind this SOP and address any differences with minimums of this Flood and Water Quality System SOP template.

PAVEMENT WASHING

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Pavement washing involving detergents can potentially contaminate groundwater with phosphates and with whatever we are washing from pavements.
- b) Pavement washing can fill our **low impact drainage system, retention/detention storage, manufactured treatment device, and/or underground retention/detention infiltration system**, increasing our maintenance costs. Removing these debris after they have washed to our flood and water quality system is very expensive.

2. Procedure:

- a) Prevent waste fluids and any detergents, if used, from entering storm drain system. The following methods are acceptable for these operations:
 - Dam the inlet using a boom material that seals itself to the pavement and pick up the wastewater with shop-vacuum or absorbent materials.
 - Collect wastewater with shop-vacuum simultaneous with the washing operations.
 - Collect wastewater with vacuum truck or trailer simultaneous with the washing operation.
- b) This procedure must not be used to clean the initial spills. First apply the Spill Containment and Cleanup SOP, followed by pavement washing when desired or necessary.

3. Disposal Procedure:

- a) Small volumes of diluted washing waste can usually be drained to the local sanitary sewer. Contact the Timpanogos Special Service District prior to disposing of wash water this way.
- b) Large volumes must be disposed of at regulated facilities.

4. Pavement Cleaning Frequency:

- a) There is no regular pavement washing regimen. Pavement washing is determined by conditions that warrant it, including but not limited to prevention of slick or other hazardous conditions, or to restore acceptable appearance of pavements.

5. Training:

- a) Annually and at hire.
- b) Inform staff and service contractors when incorrect SOP implementation is observed.

SNOW AND ICE REMOVAL MANAGEMENT

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Salt and other ice management chemicals, if improperly managed, will unnecessarily increase our salt impact on our own vegetation and local water resources.
- b) We need to maintain healthy root systems to help maintain optimum infiltration rates.

2. De-Icing Procedure:

- a) Do not store or allow salt or equivalent to be stored on outside paved surfaces.
- b) Minimize salt use by varying salt amounts relative to hazard potential.
- c) Sweep excessive piles left by the spreader.
- d) Watch the weather forecast. When temperatures are expected to increase and the risk is low, adjust salt amounts the same day.

3. Training:

- a) Annually and at hire.
- b) Require snow and ice service contractors to follow the stronger of this SOP and their company SOPs.

GENERAL CONSTRUCTION MAINTENANCE

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Any sediment, debris, or construction waste will fill our **low impact drainage system, retention/detention storage, manufactured treatment device, and/or underground retention/detention infiltration system**, increasing our maintenance costs. Removing these debris after they have washed to our flood and water quality system is very expensive.

2. Construction Procedure:

- a) Remove or contain all erodible or loose material prior to forecasted wind and precipitation events or before non-stormwater will pass through the project site. For lightweight debris, maintenance can require immediate attention for wind and runoff events. Often daily or as needed maintenance is necessary per random precipitation or non-stormwater events.
- b) Project materials and waste can be contained or controlled by operation or structural best management practices.
 - Operational; including but not limited to:
 - Strategic staging of materials eliminating exposure, such as not staging on pavement.
 - Avoiding multiple day staging of backfill and spoil.
 - Haul off spoil as generated or daily.
 - Schedule work during clear forecast
 - Structural; including but not limited to:
 - Inlet protection, e.g., wattles, filter fabric, drop inlet bags, temporary covers.
 - Gutter dams, e.g., wattles, sandbags, dirt dams.
 - Boundary containment, e.g., wattles, silt fence.
 - Dust control, e.g., water hose.
 - Waste control, e.g., construction solid or liquid waste containers, dumpsters, receptacles.

- c) Inspect often and at least prior to the workday end to ensure the structural best management practices are in good operating condition. Promptly repair damaged best management practices to achieving effective containment.
- d) Cleanup:
 - Use dry cleanup methods, e.g., square nosed shovel and broom.
 - Wet methods are allowed if wastewater is prevented from entering the stormwater system, e.g., wet/dry vacuum, or disposal to landscaped areas.
- e) Cleanup Standard:
 - When a broom and a square nosed shovel cannot pick up any appreciable amount of material.

3. Waste Disposal:

- a) Dispose of waste according to General Waste Management SOP, unless superseded by specific SOPs for the operation.
- b) Never discharge waste material to storm drains.

4. Equipment:

- a) Tools sufficient for proper cleanup and containment of pollutants.
- b) Push broom and square blade shovel should be a minimum.

5. Training:

- a) Annually and at hire.
- b) Require contractors to follow the stronger of this SOP and their company SOPs.

SPILL CONTROL

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper and effective containment of pollutants; however, any changes of routine operations must be amended in this SOP.

1. Purpose:

- a) Spilt liquids and solids can reach our **low impact drainage system, retention/detention storage, and/or underground retention/detention infiltration system**, potentially contaminating groundwater for which we are responsible.
- b) It is vital that we contain all spills on the surface. Spills reaching waterways and permeable surfaces can result in expensive spill mitigation, including waterway restoration and the potential need to tear out and replace permeable drainage systems.

2. Containment Procedure:

- a) Priority is to dam and contain flowing spills.
- b) Use spill kits, booms if available, or any materials available to stop flowing liquids; including but not limited to nearby sand, landscaping materials, etc.
- c) Hazardous or unknown waste material spills:
 1. Critical Emergency constitutes large quantities of flowing, uncontained liquid that imposes a risk to people or has the potential to reach storm drain systems. Generally, burst or tipped tanks would be considered critical. Call Hazmat, DWQ, Utah County Health Department, and Lehi City.
 2. Minor Emergency constitutes a spill that is no longer flowing, but has reached a storm drain, and adequate cleanup is still critical. Call Utah County Health Department and Lehi City.
 3. Spills that are contained on the surface typically do not meet the criteria for Critical or Minor Emergencies and may be managed by the responsible implementation of this SOP.
 4. Contact Numbers:
 - Hazmat – 911
 - DWQ Hotline – 801-536-4123, 801-231-1769, 801-536-4300
 - Utah County Health Department – 801-851-7331
 - Lehi City – 385-201-1700

3. Cleanup Procedure:

- a) NEVER WASH SPILLS TO THE STORM DRAIN SYSTEM.
- b) Clean per SDS requirements, but generally most spills can be cleaned up according to the following:
 - Absorb liquid spills with spill kit absorbent material, sand, or dirt until liquid is sufficiently converted into solid material.
 - Remove immediately using dry cleanup methods, e.g., broom and shovel or vacuum operations.
 - Cleanup with water and detergents may also be necessary depending on the spilled material; however, the waste from this operation must be effectively picked up by dry methods or vacuum machinery. See Pavement Washing SOP.
 - Repeat process when residue material remains.

4. Disposal:

- a) Follow SDS requirements, but usually most spills can be disposed of per the following (b. & c.).
- b) Generally, most spills absorbed into solid forms can be disposed of in the dumpster and receptacles. Follow Waste Management SOP.
- c) Generally, liquid waste from surface cleansing processes may be disposed to the sanitary sewer system after the following conditions have been met:
 - Dry cleanup methods have been used to remove the bulk of the spill and disposed of per the Waste Management SOP.
 - The liquid waste amounts are small and diluted with water. This is intended for spill cleanup waste only and never for the disposal of unused or spent liquids.

5. Documentation:

- a) Document all spills in Appendix C.

6. SDS Sheets:

- a) SDS Manuals are filed in break room.

7. Material:

- a) Generally, sand or dirt will work for most cleanup operations and containment; however, it is the responsibility of the owner to select the absorbent materials and cleanup methods required by the SDS Manuals for chemicals used by the company.

8. Training:

- a) Annually and at hire.

APPENDIX C – PLAN RECORDKEEPING DOCUMENTS

MAINTENANCE/INSPECTION SCHEDULE

Frequency	Site Infrastructure
	Replace text with the infrastructure / system that must be maintained; repeat

Inspection Frequency Key: A=annual, Q=quarterly, M=monthly, W=weekly, S=following appreciable storm event, U=unique infrastructure specific (specify)

Record Inspections in the Maintenance Log

Inspection means traditional walkthrough or noting efficiencies/inefficiencies/concerns during regular maintenance operations.

MAINTENANCE LOG

Date	Maintenance Performed/Spill Events. Perform Maintenance per SOPs	Observation Notes including but not limited to inspection results, observations, system performance, SOP usefulness, concerns, necessary changes, etc.	Initials

Annual Summary of SSOMP effectiveness, inefficiencies, problems, necessary changes, etc.

*You may create your own form that provides the same information



ANNUAL SOP TRAINING LOG PER SECTION 2

SOP	Trainer	Employee Names / Maintenance Contractor Company	Date

*You may create your own form that provides this same information

APPENDIX D – SUPPORT DESIGN REPORTS AND DOCUMENTS

Insert drainage report, geotechnical reports, LID feasibility analysis, UIC registration, etc.