

General Site Operation and Maintenance Plan

Congregation Beth El, Inc.  
33 Kenyon Road  
Waterford, Connecticut

Introduction

- This Site Operation and Maintenance Plan outlines practices and procedures intended to minimize stormwater pollution resulting from the developed sites operation and its infrastructure. The developed portion of the site is immediately adjacent to inland wetlands on and adjacent to the site therefore the minimization of stormwater pollution from the site and the protection of groundwater is of particular importance.
- The plan includes typical standard of practice best management and good housekeeping practices and pollution prevention measures and procedures for the sites operation and infrastructure including the sites stormwater management system, driveways, vehicle parking areas, sidewalks, and maintained lawn and landscaped areas.
- The responsible party for implementation of the best management and good housekeeping practices and pollution prevention measures and procedures should be the property owner or its designated agent.
- The responsible party should maintain a copy of this plan and the site development plans for the site that depict the sites infrastructure including its stormwater management system.
- The responsible party should also maintain records of site inspections and maintenance actions completed and response actions for spills of potentially harmful materials that may occur.

Responsible Party

Kathleen McFadden, President  
Congregation Beth-El, Inc. of New London  
P.O. Box 1310  
New London, Connecticut 06320  
Telephone: 860-442-0418

The property owner may retain a management company or other agent who will be designated as the responsible party for the operation and maintenance of the site. The property owner will forward such company contact information to the Town of Waterford Planning and Development Department office.

Approvals and Permits

The project is subject to the requirements of approvals and permits issued by the Town of Waterford Conservation Commission and Planning and Zoning Commission.

Copies of these approvals and permits including conditions of approval as well as the approved site development plans depicting the site and its infrastructure will be included as appendices to this plan for reference.

Maintenance Actions and Procedures

1. Spill Response and Clean-up

Maintain spill response and clean-up materials on-site for accidental spills of vehicle related fuels, oils, and other liquids. Spill response materials should include barriers to prevent the entry of spilled materials into catch basin inlets and to prevent spilled materials from entering the adjoining Town road or adjoining properties.

Should a spill occur, the Town of Waterford Fire Marshalls Office (860-440-0544) should be notified.

The disposal of all spill and spill control materials shall be off-site in accordance with all applicable regulations.

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2. Routine Site Inspections and Good Housekeeping Practices

The minimum frequency of routine site inspections should be twice annually after foliage season and in the spring after winter season snow and ice control operations have ceased.

In addition, routine site inspections should be completed after significant rainfall events (a rainfall event with a depth of one-half inch or greater).

Other than refuse and recyclable containers, do not store any materials outdoors that may be exposed to stormwater and introduce pollutants into stormwater runoff.

Hazardous, toxic, or contaminated materials stored within the sites buildings shall be stored in containers or vessels constructed of non-porous materials.

Containers or vessels storing liquid hazardous, toxic, or contaminated materials within the sites buildings shall provide secondary containment adequate to store the full volume of the container or vessel.

Ensure that all refuse and recyclables are stored within proper receptacles.

Ensure that receptacle tops are operational and remain in the closed position and that drain hole plugs are installed on all receptacles.

Routinely pick up trash and debris and dispose of properly.

Repair eroded slopes, lawn areas, and planting beds.

Adjust and maintain irrigation system sprinkler heads to minimize overspray onto pavements and runoff.

Monitor system run times to maximize soil absorption and minimize runoff.

Install drip irrigation where feasible to increase efficiency and minimize water loss due to over-spray and wind.

Ensure that exterior water spigots are not leaking.

3. Lawn Care and Landscaping Practices

Perform properly timed routine maintenance of all lawn and planted areas.

Lawns should be routinely mowed to maintain a turf height of 2"-3" to minimize the need for weed and pest control measures.

The use of fertilizers and pesticides will be controlled and limited to minimal amounts necessary for landscape maintenance.

Use only slow release fertilizers and use fertilizers and pesticides judiciously and in accordance with manufacturer's instructions.

Pesticides will only be used as a control method when a problem has been clearly identified and other natural control methods are not successful. All pesticide applications shall be by licensed applicators, where necessary.

Landscaped areas should be inspected periodically and invasive vegetation should be removed.

Trees and landscape plant materials that do not survive should be replaced.

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4. Pavement Sweeping

Sweep driveways and vehicle parking areas annually at a minimum and periodically as required to remove sediment and debris, reduce exposure of these materials to stormwater and reduce the potential for sediment to leave the paved surfaces in stormwater runoff.

Typically, sweeping operations should be performed in the spring after winter snow and ice control operations have ceased.

Dispose of sweepings off-site properly in accordance with applicable regulations.

5. Winter Season Snow and Ice Control

The use of sodium chloride based anti-icing or de-icing chemicals on this site should be prohibited. The preferred method of snow and ice removal for driveways and vehicle parking areas should be mechanical removal.

Apply non sodium chloride based anti-icing and de-icing chemicals for use on building entrances in accordance with manufacturer's instructions and minimize their use as is practicable.

Do not store anti-icing or de-icing chemicals outdoors.

Store snow removed from pavements in lawn areas where melt waters will not drain to catch basin inlets or off site to the adjoining Town road and State highway or adjoining properties.

Snow from significant snow events that exceeds the site snow storage areas capacities should be removed from the site and disposed of in accordance with applicable regulations.

6. Stormwater Management System

A. Collection and Conveyance System

Clear leaves, trash and other debris from the catch basin inlet grates routinely.

Remove sediment from the catch basin sumps periodically as required. Sediment removal should be performed when accumulated sediment in catch basin sumps reaches one-half of the sump depth.

Sediment removal should typically be performed in the spring after winter season snow and ice control operations have ceased.

Dispose of sediment off-site properly in accordance with applicable regulations.

Inspect the interior of the catch basin structures to ensure that they are free flowing and in good structural condition and perform any debris removal or maintenance required.

Inspect storm sewers to ensure that they are free flowing and in good structural condition and perform any debris removal or maintenance required.

B. Stormwater Infiltration Basin

The following inspections and maintenance actions are the minimum required to ensure the proper maintenance and operation of the stormwater infiltration basin.

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Note that in addition to the periodic frequencies listed below, certain inspections and maintenance actions should also be conducted after a significant rainfall event, typically defined as an event with a rainfall depth greater than one-half inch in a 24-hour period.

| Frequency                                       | Inspection and/or Maintenance Action                                                                                                                                                                                                                                                                   | Notes |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Monthly                                         | <ul style="list-style-type: none"> <li>Mow lawn areas around the SWIB perimeter and top of embankment</li> </ul>                                                                                                                                                                                       |       |
| Quarterly and after significant rainfall events | <p>Inspect the SWIB bottom area and embankment slopes</p> <ul style="list-style-type: none"> <li>Remove woody and undesirable vegetation by flush cutting</li> <li>Fill animal burrows with granular fill</li> <li>Repair areas of scour and erosion</li> <li>Re-establish vegetation cover</li> </ul> |       |
| Quarterly and after significant rainfall events | <p>Inspect the SWIMB inlet discharge locations</p> <ul style="list-style-type: none"> <li>Remove accumulated sediment and debris</li> <li>Reset displaced or settled stone riprap outlet protection areas</li> <li>Repair areas of scour and erosion</li> <li>Re-establish vegetation cover</li> </ul> |       |
| Quarterly and after significant rainfall events | <p>Inspect the SWIB outlets</p> <ul style="list-style-type: none"> <li>Remove accumulated sediment and debris at the inlets and within pipes</li> <li>Remove any obstructions to flow</li> <li>Reset displaced or settled stone riprap outlet protection areas</li> </ul>                              |       |
| Annually                                        | <p>Inspect the SWIB interior for sediment accumulation</p> <ul style="list-style-type: none"> <li>Remove accumulated sediment</li> </ul>                                                                                                                                                               |       |

## Inspection Checklist and Maintenance Record Form

Checklist No.: \_\_\_\_\_

Inspection date: \_\_\_\_\_ Inspection time: \_\_\_\_\_ Date of most recent rain event: \_\_\_\_\_

Rain event condition (circle one): Drizzle / Shower / Downpour / Other \_\_\_\_\_

Inspection type (circle one): Monthly / Quarterly / Annual / Significant Rain Event

Conditions observed: \_\_\_\_\_

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Maintenance actions required: \_\_\_\_\_

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Maintenance actions completed: \_\_\_\_\_

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date