

EXHIBIT A

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

{For properties that are not a 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 Salt Lake 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 Salt Lake 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

Long Term Stormwater Management Plan

for:

Insert Development Name
Address
City, State, Zip Code

PURPOSE AND RESPONSIBILITY

As required by the Clean Water Act and resultant local regulations, including {INSERT City Name} Municipal Separate Storm Sewer Systems (MS4) Permit, those who develop land are required to build and maintain systems to minimize litter and contaminants in stormwater runoff that pollute waters of the State.

This Long-Term Stormwater Management Plan (LTSWMP) describes the systems, operations and the minimum standard operating procedures (SOPs) necessary to manage pollutants originating from or generated on this property. Any activities or site operations at this property that contaminate water entering the City's stormwater system and generate loose litter must be prohibited, unless SOPs are written to manage those activities or operations, and amended into this LTSWMP.

The {INSERT water body} is impaired and has a TMDL. The LTSWMP is aimed at addressing these impairments in addition to all other pollutants that can be generated by this property. *{MS4 – you should add any additional standard direction you need to provide your development that is specific to your municipality otherwise if a TMDL does not apply you may remove this paragraph}*

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SECTION 1: SITE DESCRIPTION, USE AND IMPACT

The site infrastructure and operations described in this Section are limited at controlling and containing pollutants and if managed improperly can contaminate the environment. The LTSWMP includes standard operations procedures (SOP)s that are intended to compensate for the limitations of the site infrastructure. The property manager must use good judgment and conduct operations appropriately, doing as much as possible indoors and responsibly managing operations that must be performed outdoors.

Instructions:

- Describe site infrastructure, structural controls and any low impact development designs(LIDs) necessary to control and contain pollutants. Identify the limitations of the infrastructure at controlling and containing pollutants. It is important the Operator, staff, service contractors and anyone else involved in onsite operations and activities understand the unique exposures, operations and infrastructure which impact the storm drain systems.
- Describe both business operations and maintenance activities that generate pollutants.
- Briefly identify the need for SOP that are necessary to compensate for the limitations of the site infrastructure and operations. Create SOPs to manage the site functions, and maintenance operations. Include the SOPs in Appendix B.
- Refer to the LTSWMP example provided as a separate download to create the site descriptions required in this Section.
- Generally most sites will have the following infrastructure listed in this Section, however, the designer is expected to add or remove descriptions to accurately represent the unique site infrastructure needing controls.

Impervious Areas, Parking, Sidewalk and Patio

[Describe the impervious infrastructure and how its presence and maintenance impacts water quality. When paved surfaces are designed to include LID infrastructure, describe the water quality benefits. Incorporating LID infrastructure can reduce the level of controls necessary for SOPs. Identify the necessary SOPs and include them in Appendix B]

Storm Drain System

[Describe the stormwater system including surface, impoundment, conveyance system and structural water quality infrastructure and how its presence and maintenance impacts water quality. Incorporating LID designs and structural water quality devices into stormwater infrastructure can reduce the level of controls necessary for SOPs. Identify the necessary SOPs and include them in Appendix B]

Landscaping

[Describe the vegetation and/or xeriscape infrastructure and how its presence and maintenance impacts water quality. When the landscape design includes LID infrastructure, describe the water quality benefits. Incorporating LID designs into landscape infrastructure can reduce the level of controls necessary for SOPs. Identify the necessary SOPs and include them in Appendix B]

Waste Management

[Describe the waste management system infrastructure and how its presence and maintenance impacts water quality. When the waste control design includes LID infrastructure, describe the water quality benefits. Incorporating LID into waste control infrastructure can reduce the level of controls necessary for the SOP. Identify the necessary SOPs and include them in Appendix B]

Utility System

[Describe the utility infrastructure and how its presence and maintenance impacts water quality. Incorporating LID into the building utility infrastructure can reduce the level of controls necessary for SOPs. Identify the necessary SOPs and include them in Appendix B]

Snow and Ice Removal Management

[Describe the snow and ice operations and how it impacts water quality. Incorporating LID designs into snow and ice removal infrastructure can reduce the level of controls necessary for SOPs. Identify the necessary SOPs and include them in Appendix B]

Equipment / Outside Storage

[Describe any outside storage facilities or operations and how it impacts water quality. Incorporating LID designs into equipment storage infrastructure can reduce the level of controls necessary for SOPs. Identify the necessary SOPs and include them in Appendix B]

Outdoor Functions; Yard Sale Events, Fund Raisers...

[Describe any outside operations and how those activities and management impacts water quality. Incorporating LID designs into planned outside event infrastructure can reduce the level of controls necessary for SOPs. 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 impacts water quality. Identify the necessary SOPs and include them in Appendix B]

SECTION 2: TRAINING

Ensure that all employees and maintenance contractors know and understand the SOPs specifically written to manage and maintain the property. Maintenance contractors must use the stronger of their Company and the LTSWMP SOPs. File all training records in Appendix C.

SECTION 3: RECORDKEEPING

Maintain records of operation and maintenance activities in accordance with SOPs. Mail a copy of the record to _____ annually.

SECTION 4: APPENDICES

Instructions:

- Include all drawings, details, SOPs and other supporting information referenced in Sections 1.
- Ensure the LTSWMP is updated with any as-built plans, details and SOP changes prior to releasing the project, and NOI.

Appendix A- Site Drawings and Details

Appendix B- SOPs

Appendix C- Recordkeeping Documents

APPENDIX A – SITE DRAWINGS AND DETAILS

[Insert Site Drawings and Details following this page]

APPENDIX B – SOPs

[Insert SOPs following this page]

Instruction for writing SOPs

The purpose of the SOPs is to give site managers, maintenance personnel and maintenance contractor's pertinent instruction necessary to maintain the property in an environmentally responsible manner.

The focus must be to prevent debris, liquids and other pollutants from leaving the property over the surface to the storm drain system, through the air and into the ground. Operational procedures for safety and regular grooming is also recommended to be included for practicality.

Operational procedures must never allow or contribute to waste materials from potentially polluting the stormwater systems by precipitation, non-stormwater water sources or other maintenance liquids.

Maintenance schedules must be set by the site designer and personnel in control of site operations. However, schedules, SOPs and site infrastructure must be allowed to be modified based on actual site inspections, observation or other site experience. Be careful not to contradict product recommendations from water quality device manufacturers, unless warranted by the unique application as determined by the designer.

Coordinate with the property owner, or organization representative to modify existing SOPs, and create new SOPs that are necessary to adequately maintain and operate the property. The SOP must include the following components.

1. Provide instruction that directs workers to operate and maintain the property to prevent, control and contain debris, liquids and other pollutants from leaving the property.
2. Provide instruction that directs workers to dispose the waste generated by maintenance functions at licensed facilities or means consistent with MS4 regulations.
3. Provide instruction that directs the property owner for maintenance frequency and to adjust maintenance frequency based on inspections and observation.
4. Provide instruction that directs the property owner to document the effectiveness of the SOP and overall site LTSWMP at controlling and containing pollutants on the property.

The following is a SOP template for typical site infrastructure and operations. However, the designer must ensure all unique site infrastructure limitations and operations are adequately controlled which may require modification to the SOP template on an individual basis.

SOP Template

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.

General template structure/outline

Operation or Maintenance item

Operation or Maintenance Frequency

Methods including but not limited to: inspections, observations, manufacturer specification, performance based, amount measurements,

Documentation including but not limited to: performance, measurements, successes, failures,

Training

Frequency, materials

Replace this text with instruction that directs the property owner to document the effectiveness/performance of the SOP relative to the site infrastructure, LID systems and structural devices at controlling and containing pollutants on the property.

Replace this text with actual training requirements.

[see example provided as a separate download]

[For existing entities, it is recommended to use existing SOPs and amend them to apply to the unique site operations and infrastructure. Then add additional SOPs that are necessary to control and contain pollutants from being exposed to the stormwater system which are not covered by the existing SOPs.]

[copy this SOP template for each unique operation necessary for the site]

APPENDIX C – PLAN RECORDKEEPING DOCUMENTS

[Insert PLAN Recordkeeping forms following this page]

MAINTENANCE LOG

Date	Maintenance Performed/Spill Events. Perform Maintenance per SOPs	Observation Notes, including but not limited to; Inspection results, Observations, System Performance (effectiveness/inefficiencies), SOP Usefulness, Concerns, Necessary Changes...	Initials

Contact the Stormwater Division for an example of a maintenance/inspection log xxx-xxx-xxxx

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

*You may create your own form that provides this same information or request a word copy of this document.

