

City of Sandy Springs, Georgia

BMP Maintenance & Inspection Procedure

(Applies to Publicly-Owned and Privately-Owned Facilities)

1.0 Introduction

The control of stormwater runoff from publicly-owned and privately-owned property has been a requirement in Fulton County and the City of Sandy Springs for over 25 years. With the adoption of the *Georgia Stormwater Management Manual (GSMM)* by Fulton County and later by Sandy Springs in 2006, stormwater management has placed a greater emphasis on the control of both the quality, as well as the quantity, of storm runoff.

The *Georgia Stormwater Management Manual (GSMM)* is an engineering design manual which advocates hydrologic procedures and methodology for the control of storm runoff quality and quantity. The manual offers design criteria for stormwater management that protects and preserves our natural water resources. Policy guidelines dictate that communities develop a program for better site development to include design and installation of water quality protection measures or Best Management Practices (BMPs) to protect Georgia's limited and valuable water supplies.

The City operates a program to ensure regular inspections of publicly-owned and privately-owned BMPs (detention ponds, retention ponds, infiltration devices, etc). This program will ensure that these systems function as they were designed, to prevent flooding, erosion, and degradation of existing water resources. This procedure outlines the inspection process, organizes the administrative workload and develops a systematic method for maintenance and repair functions. These procedures also identify maintenance responsibility as well as the City's methods for maintaining BMPs.

2.0 Program Background

The City currently classifies BMPs into three different categories:

1) Privately owned and maintained: These BMPs are on private property and their inspection, maintenance and operation remains the responsibility of the private owner. Since the adoption of the Post Construction Stormwater Management Ordinance and GSMM in 2006, the City requires developers of privately-owned and maintained BMPs to sign a maintenance agreement specifying ownership and maintenance responsibly for the BMPs in perpetuity. This maintenance agreement is an enforceable document and allows the City to compel the private owners to inspect and maintain the BMP, if necessary.

2) Publicly-owned and maintained: These BMPs are on property owned by the COSS. The City has responsibility for inspection, maintenance and operation of these ponds.

3) Privately owned and City-maintained: These BMPs are on private property with the City assuming maintenance responsibility.

The City maintains an inventory of existing BMPs. This inventory is in a GIS database format containing both a geo-location (i.e. map) and table of the BMPs (i.e. inventory). The inventory database includes all publicly owned ponds and all privately owned ponds constructed after December 9, 2008.

There are currently 46 BMPs that are maintained by the City. During the term of this permit (2018 – 2022), the City will continue to perform maintenance to the maximum extent practicable in accordance with its maintenance responsibility above. Some of these BMPs require frequent maintenance. The City has a contractual agreement with outside contractors who provide regular maintenance as needed.

3.0 Inspection Procedure

The COSS will ensure the inspection of 100% of the BMPs (public and private) in the updated inventory by the end of the current permit period (December 5, 2022.)

For all publicly and privately owned ponds, COSS inspection staff will visit the BMPs in the field and complete an inspection checklist. The inspection checklist will be kept on file along with photographs and documentation of recommended corrective actions for any problems noted during the inspection. An electronic database of inspections is maintained.

The inspection will include a thorough evaluation of the primary features of the BMPs. These inspections will focus on the condition of these features to ensure proper operation. An operation and maintenance inspection report will be filled out to include all field notes. For inspections and maintenance, particular attention is given to the following areas:

A. Wet Detention Ponds

-) Dam and Emergency Spillway
-) Pond Inlet and Outlet
-) Trash Racks
-) Erosion
-) Sediment Storage Capacity
-) Water Quality
-) Fences, Gates and Signs

B. Water Quality BMPs

-) Riparian Buffers
-) Vegetated Filter Strips and Level Spreaders
-) Open Channel Practices

-) Bio-retention Cells
-) Constructed Wetlands
-) Sand Filters
-) Retention Ponds

4.0 Maintenance Procedures

For all privately owned ponds, the owner of the pond is required to submit a recorded maintenance agreement to the COSS. The owner is required to inspect their pond in accordance with their recorded maintenance agreement and submit documentation of their required inspections to COSS annually.

If there are issues with a privately maintained pond and repairs are not properly completed within the specified period, the City will enforce the provisions of the Maintenance Agreement, also attached to these procedures. If necessary, the City may make the necessary repairs at the owner's expense, per the provisions of its Post Construction Stormwater Management Ordinance.

For BMPs in category 2 (maintained by the COSS), if the inspection report indicates that the BMPs requires maintenance, the COSS will maintain the BMP in accordance with the maintenance procedures recommended by the GSMM. Maintenance depends on the type of BMP in question, and may include one or more of the following activities: removal of trash and debris, removal of emergent vegetation, bank stabilization and grading, removal of sediment build up, leaning of trash racks and outfall structures, etc.