STORM MAINTENANCE MANUAL
FOR
308-312 WEST JERSEY STREET
TAX ACCOUNT 13-1819
CITY OF ELIZABETH
UNION COUNTY, NEW JERSEY

PROJECT NO.: ELIZPRV20.012
DATE: JUNE 4, 2020
REvised: JANUARY 22, 2021

NEGLIA ENGINEERING ASSOCIATES
34 Park Avenue
P.O. Box 426
Lyndhurst, NJ 07071

Anthony Kurus, Professional Engineer
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PART I: BACKGROUND DATA

A. Introduction

The New Jersey Administrative Code NJAC 7:8-5.8 entitled “Maintenance Requirements” sets forth rules and refers to the New Jersey Stormwater Best Practices Manual (the BMP manual) by the New Jersey Department of Environmental Protection (NJDEP). Chapter 8 of the BMP manual entitled “Maintenance and Retrofit of Stormwater Management Measures” specifically addresses the requirements for maintenance of a major development. Major development is defined in the aforementioned administrative code as any development that provides for ultimately disturbing one or more acres of land or increasing the amount of impervious surface by one quarter of an acre or more. This report is prepared to address the maintenance component of the herein described development to ensure the effective, efficient, and enduring service of a particular stormwater measure. This plan contains preventative and corrective maintenance tasks and procedures.

This manual has been prepared in accordance with the NJDEP Stormwater Best Management Practice Manual dated April 2004, last revised November 2016, and with the City of Elizabeth Chapter 13.24. The plan presented in this manual shall be evaluated for effectiveness at least once annually and revised as necessary. A maintenance report shall be submitted to the Municipal Clerk annually, by February 1 of the following year. The municipality has the right of access for inspection and maintenance.

This document and any future revisions shall be recorded on the property deed.

The party responsible for the preventative and corrective maintenance of the stormwater measures described herein is:

Mr. Alberto Goncalves
GonSosa Development
55 Morris Avenue Suite 108
Springfield, NJ  077081
908-249-0009
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Project Contacts:
City of Elizabeth Engineer
Daniel Loomis, P.E.

City of Elizabeth Municipal Planner and Board Engineer
Harbor Consultants, Inc.
Victor E. Vinegra, P.E. P.L.S., P.P.

Design Engineer
Neglia Engineering Associates
34 Park Avenue, Lyndhurst, NJ 07071
SAFETY AND RESPONSE TO EMERGENCIES
For action to an emergency condition contact:

Mr. Alberto Goncalves
GonSosa Development
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mariosantagata@gmail.com

CORRECTIVE RESPONSE TO EMERGENCY CONDITIONS

A major emergency that may occur at this installation is the blockage of stormwater pipes, inlets or outlets by debris. Should this situation occur, the materials must be removed immediately. The inspection and preventative maintenance schedule should be periodically re-evaluated to assess any necessary changes to avoid re-occurrence of the blockage.

SAFETY OF INSPECTION AND MAINTENANCE PERSONNEL

Maintenance and inspection of the stormwater facilities is not expected to pose unusual danger to personnel. However, maintenance personnel are expected to dress in appropriate protective clothing and use the appropriate equipment and safety gear in accordance with OSHA regulations and procedures.

B. Project Description

The 308-312 West Jersey Street project consists of a proposed multi-family residential building with parking, landscaping, and drainage system located at 308-312 West Jersey Street in the City of Elizabeth.

Although the project is not major development, the project design includes an on-site detention system and stormwater conveyance system to meet the City of Elizabeth ordinance requirements for stormwater management.

C. Stormwater Maintenance Objective

The stormwater system proposed for this development is intended to treat, attenuate and convey the stormwater that impacts the residential development. This maintenance plan is prepared to ensure the system in place is operating efficiently and reliably. The responsible party shall ensure the long-term/perpetual operation, maintenance, repair, and safety of the stormwater management facilities. In the event that the stormwater management facility becomes a danger to public safety or public health, or if it is in need of maintenance, the responsible party noted in section A. shall take immediate action, to remove the danger
Maintenance procedures are required to maintain the intended operation and safe condition of the stormwater management facility by reducing the occurrence of problems and malfunctions. To be effective, maintenance shall be performed on a regular basis and include such routine procedures as training of staff, periodic inspections, silt and debris removal and disposal, upkeep of moving parts, control of mosquitoes and other insects, and review of maintenance and inspection work to identify where the maintenance program could be more effective.

Repair procedures are required to correct a problem or malfunction at a stormwater management facility and to restore the facility’s intended operation and safe condition. Based upon the severity of the problem, repairs shall be performed on an as-needed or emergency basis and include such procedures as structural repairs, mosquito control, removal of debris, sediment and trash which threaten discharge capacity, erosion repair, snow and ice removal, fence repair, and restoration of vegetation.

**In the event that the stormwater management facility becomes a danger to public safety or public health, or if it is in need of maintenance, the responsible party shall immediately initiate maintenance and repair of the facility in a manner that is approved by the municipal engineer or his designee.**

**LOG MAINTENANCE & YEARLY PLAN FILING REQUIREMENTS**

The responsible party shall maintain a detailed log of all preventive and corrective maintenance for the structural stormwater management measures incorporated into the design of the development, including a record of all inspections and copies of all maintenance-related work orders as required by §13.24.100.B.6.

The responsible party shall evaluate the effectiveness of the maintenance plan at least once per year and adjust the plan and the deed as needed. Such party shall report his findings in the form of an annual report in accordance with §13.24.100.B.7, to the Municipal Clerk annually, by February 1 of the following year.

The responsible party shall retain and make available, upon request by any public entity with administrative, health, environmental, or safety authority over the site, the maintenance plan and the documentation required by §13.24.100.B.8.

The responsible party shall permit the municipality the right of access for inspection measures, and for maintenance if required under §13.24.100.B.10.

Should the ownership of the stormwater facilities change, the responsible party noted herein shall update the maintenance plan to include all the updated owner information. The responsible party shall then hand deliver or forward the plan via registered mail to the City of Elizabeth within 90 days of the change of ownership/responsible party.
D. Maintenance of Conveyance Systems

The proposed conveyance system has adequate access for inspection and/or maintenance. The use of the proposed conveyance system is consistent with the community’s surroundings for this area.

All conveyance systems including inlets, manholes, concrete chambers and pipes are expected to receive and/or accumulate debris and sediment. These systems must be inspected for clogging and excessive debris and sediment accumulation at four (4) times annually as well as after every storm exceeding 2 inches of rainfall. Sediment removal should take place when all runoff has drained from the conveyance network and the systems are reasonably dry. Disposal of debris, trash, sediment, and other waste material should be done at suitable disposal/recycling sites and in compliance with all applicable local, state, and federal waste regulations.

All structural components must be inspected for cracking, subsidence, breaching, wearing, and deterioration at least annually and after any significant rainstorm event. The condition of surrounding and above lying materials shall be inspected for evidence of potential failures or deterioration.

Two people will be needed to perform routine maintenance of the conveyance systems. The routine equipment expected to be utilized for the maintenance tasks include a jet vacuum vehicle, shovels, lighting equipment and a wheel barrel or truck for the debris hauling. Water, mosquito control chemicals, and concrete repair materials may also be required depending on the structure condition. No manufacturer’s instructions or user manuals are available for these components.

COST ESTIMATE FOR INSPECTION AND MAINTENANCE TASKS

The estimated annual cost for inspection and maintenance tasks is anticipated to be approximately $5,000.00 for this project.
# Maintenance Inspection for Conveyance Systems

**308-312 West Jersey**

**NOTE: Inspections to be evaluated during a period of dry and warm weather and low tide conditions at the project site**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Maintenance Evaluation</th>
<th>Action(s) Required if Answer “Yes”</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☐</td>
<td>Is there a buildup of sediment (in excess of 2 inches), trash, debris or any other stormwater pollution?</td>
<td>Remove sediment and evaluate on-site upstream systems. Dispose debris in accordance with local, state and federal requirements.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Is there Standing water?</td>
<td>Evaluate downstream systems for clogging or trash sediment buildup.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Is there any structural failure?</td>
<td>Consult engineer to determine safety and/or stability of the system.</td>
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<tr>
<td>☐</td>
<td>☐</td>
<td>Are there visible signs of cracking, subsidence, erosion or deterioration of any of the storm conveyance systems?</td>
<td>Consult engineer to determine safety and/or stability of the system.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Are there any root intrusions or any other vegetation within catch basins, outlet control structures or storm manholes?</td>
<td>Remove roots and dispose vegetation in accordance with local, state and federal regulations.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Are ladder rungs in manholes or outlet structures damaged, missing or misaligned?</td>
<td>Repair or replace.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Is there a buildup of sediment, trash, debris, leaves or any other pollution clogging conveyance of stormwater.</td>
<td>Remove all pollution.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Is the outlet structure conveying stormwater to the proposed outlet pipe and downstream system</td>
<td>Evaluate outlet structure for clogging or trash sediment buildup and clean/remove any obstructions</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Are any covers or grates missing, damaged or only partially in place at any catch basin, outlet control structure or manhole?</td>
<td>Repair or replace.</td>
</tr>
</tbody>
</table>
E. Maintenance of Underground Detention Systems

The proposed underground detention systems provide adequate ability for inspection and/or maintenance. The use of the proposed system allows for an optimized development and a minimization of disturbance.

The underground detention basins, including all chambers, pipe, manholes, outlet control structures and appurtenances must be inspected for clogging and excessive debris and sediment accumulation at least four (4) times annually as well as after every storm exceeding 2 inches of rainfall. Sediment removal should take place when all runoff has drained from the conveyance network and the systems are reasonably dry. Disposal of debris, trash, sediment, and other waste material should be done at suitable disposal/recycling sites and in compliance with all applicable local, state, and federal waste regulations.

All structural components must be inspected for cracking, subsidence, breaching, wearing, and deterioration at least annually and after any significant rainstorm event. The condition of surrounding and above lying materials shall be inspected for evidence of potential failures or deterioration.

Two people will be needed to perform routine maintenance of the underground detention system. The routine equipment to be utilized for the maintenance tasks include a jet vacuum vehicle, shovels, lighting equipment and a wheel barrel or truck for the debris hauling. No manufacturer’s instructions or user manuals are available for maintenance of these components. Maintenance would only take place in the adjacent components of the system, i.e. the structures, catch basins, pipes, outlet control structure and other units outside the underground detention system. Water, mosquito control chemicals, and concrete repair materials may also be required depending on the structure condition.
### MAINTENANCE INSPECTION FOR UNDERGROUND DETENTION SYSTEMS

**308-312 West Jersey**

**NOTE: INSPECTIONS TO BE EVALUATED DURING A PERIOD OF DRY AND WARM WEATHER AND LOW TIDE CONDITIONS AT THE PROJECT SITE**

<table>
<thead>
<tr>
<th>Yes</th>
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<tr>
<td>☐</td>
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<td>Is there a buildup of sediment (in excess of 2 inches), trash, debris or any other stormwater pollution within the header popes or outlet control structure?</td>
<td>Remove sediment, trash, debris, etc. Dispose debris in accordance with local, state and federal requirements.</td>
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<tr>
<td>☐</td>
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<td>Is there any structural failure?</td>
<td>Consult engineer to determine safety and/or stability of the system.</td>
</tr>
<tr>
<td>☐</td>
<td>☐</td>
<td>Are there visible signs of cracking, subsidence, erosion or deterioration of any of the underground detention system?</td>
<td>Consult engineer to determine safety and/or stability of the system.</td>
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<td>☐</td>
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<td>Are there any signs of unusual color, odor or turbidity within the discharged water?</td>
<td>Evaluate header pipes and structures for possible sediment, trash and debris. Cleanse system if any of the aforementioned obstructions are encountered. Dispose obstructions in accordance with local, state and federal requirements.</td>
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<td>☐</td>
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<td>Are there root intrusions or any other plant growth occurring with the system(s)?</td>
<td>Remove vegetation and dispose in accordance with local, state and federal regulations.</td>
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<td>☐</td>
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<td>Are mosquito or other insect habitats consistently present in the area as a result of the structure(s)?</td>
<td>Use appropriate mosquito insecticides or agents to control or eliminate insect breeding.</td>
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PART II: MAINTENANCE LOGS
A. MAINTENANCE LOG FOR CONVEYANCE SYSTEMS

INSTRUCTIONS:
THIS LOG SHALL BE UPDATED TO INCLUDE ALL MAINTENANCE PERFORMED AT A SPECIFIC STORMWATER MEASURE

308-312 West Jersey

<table>
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<tr>
<th>DATE</th>
<th>PERSON CONDUCTING MAINTENANCE</th>
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B. MAINTENANCE LOG FOR UNDERGROUND DETENTION SYSTEMS

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PART III: FIGURES
SANITARY SEWER CONNECTION NOTES:

1. CONSIDER CHANGING TO A DOWNSLOPING LATERAL FROM SANITARY PIPE DURING CONSTRUCTION.

UTILITY NOTES:

1. PROVIDE A FLOWING DRAINAGE SYSTEM.

CITY OF ELIZABETH NOTES:

1. ARCHITECTURAL/PLUMBING PLANS BY OTHERS FOR PROPOSED TERRACE DRAINS.

CONSTRUCTION.

1. VERIFY/CONFIRM THE PROPOSED SEWER CONNECTION DETAILS.

DRAINAGE AND UTILITIES NOTES:

1. ALL DRAINAGE SYSTEMS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH THE SPECIFICATIONS OF THE AMENDING PRINT SHEETS OR AS AMENDED WITH THE ABOVE AMENDMENT.

2. ALL DATABASES SHALL BE CONNECTED TO THE UNDERGROUND DRAINAGE SYSTEM VIA A CONNECTION TIEBASIN CONSTRUCTION PRIOR TO CONSTRUCTION.

5. CONTRACTOR SHALL PROVIDE A FLOWING DRAINAGE SYSTEM TO BE CONSTRUCTED PRIOR TO CONSTRUCTION.

6. CONTRACTOR SHALL DETERMINE THE LOCATION AND SIZE OF STRUCTURES TO BE CONNECTED TO THE EXISTING DRAINAGE SYSTEM.

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