

EXAMPLE ONLY

INFILTRATION TRENCH MAINTENANCE AND RESPONSIBILITY AGREEMENT

The Permanent *Stormwater System Maintenance and Responsibility Agreement* requires adequate maintenance for stormwater management/Best Management Practices (BMP) facilities including Infiltration Trenches. Document Infiltration Trench deficiencies during **annual** inspections. Complete any necessary repairs and/or preventive maintenance procedures in a timely manner to ensure proper functioning as an Infiltration Trench.

Important maintenance procedures:

- Ensure the drainage area is stabilized to reduce sediment discharge.
- Replace the top 6-inch layer of pea gravel and geotextile separating the pea gravel from the stone media when full of sediment.
- Record the water level in the monitoring wells after every storm event greater than 1.0 inches.
- Check the observation well after three consecutive days of dry weather after a rainfall event greater than 1.0 inches. If complete de-watering is not observed, there may be clogging within the trench requiring maintenance.
- Keep a record of the average de-watering time to determine when maintenance is required.
- If complete failure is observed, perform total rehabilitation by excavating the trench walls to expose clean soil, and replacing gravel, geotextiles and topsoil.

After the Infiltration Trench is established, perform inspections once a quarter and after every storm event greater than 1.0 inch for the first year, and annually thereafter. Keep operation and maintenance records in a known location and make them available upon request.

Perform recommended maintenance activities as follows:

Required Maintenance	Frequency
Clear trash and debris from all inlet and outlet structures	Monthly
Remove trees, shrubs or evasive vegetation	Every 6-months
Ensure that the contributing area is stabilized with no active erosion.	Monthly
Mow grass filter strips and remove grass clippings.	Monthly, or as needed
Check observation wells after 72 hours of rainfall. Ensure Wells are empty after this time period. If wells have standing water, the underdrain system or outlet may be clogged.	Every 6-months
Inspect pretreatment structures for deposited sediment.	Every 6-months
Replace pea gravel, topsoil, and top surface filter fabric.	When clogging or surface standing water is observed
Perform total rehabilitation of infiltration trench.	Upon observed failure



EXAMPLE ONLY

Perform trouble shooting activities as follows:

BMP Component	Problem	Solution
Entire Infiltration Trench	Trash/debris is present.	Remove the trash/debris.
Pretreatment area	Areas of bare soil and/or erosive gullies have formed.	Re-grade the area as necessary, plant vegetation, and water until established.
	Sediment has accumulated and reduced the depth to 50% of the original design depth.	Search for the source of the sediment and remedy the problem if possible. Remove the sediment and dispose of in a proper location.
Flow diversion structure	The structure is clogged	Unclog the conveyance and dispose of any sediment off-site.
	The structure is damaged.	Make any necessary repairs or replace if damage is too large for repair.
Trench	Water is ponding on the surface for more than 24 hours after a storm.	Check observation wells and outlets to ensure system is not clogged or blocked.
	The depth in the trench is reduced to 75% of the original design depth.	Remove accumulated sediment from the infiltration system and dispose in a proper location.
	Grass, weeds or other plants are growing on the surface of the trench.	Remove the plants, preferably by hand. If pesticide is used, wipe it on the plants rather than spraying.
Observation well(s)	The water table is within one foot of the bottom of the system for a period of three consecutive months.	The infiltration trench may be deemed non-functional and additional BMPs may be required.
	The outflow pipe is clogged.	Clean repair or replace the outflow pipe.
	The outflow pipe is damaged.	Repair or replace the pipe.
Emergency overflow	Erosion or other signs of damage have occurred at the outlet.	Repair or replace as needed.

