



# CITY OF TROUTDALE

## Water Quality Facility

### O & M PLAN GUIDELINES

***The following information must be included in your Operations and Maintenance Plan required by the City of Troutdale:***

#### **1. GENERAL INFORMATION**

- Facility Name, Address, Contacts, Phone Numbers
- Type of Property, Legal Property Description
- Impervious Area Calculation of Service Area

#### **2. FACILITY LAYOUT**

*Include a Diagram (8.5" x 11" paper, if possible) that Shows the Following:*

- Property Boundaries
- Entrance and Exit Routes
- Water Quality Facilities and Sampling Locations
- Catch Basins, Manholes, Cleanouts
- Floor Drains, Pipes, Channels and Drainage Destinations

#### **3. HAZARDOUS MATERIALS DATA (if applicable)**

- List of Hazardous Materials Stored On-Site (Attach MSDS Sheets to Plan)
- Location Stored
- Use within Facility
- Maximum Volume Stored
- Container Volume
- Type of Container

#### **4. OPERATIONS & MAINTENANCE PROCEDURES**

*Operations and Maintenance Procedures Must Satisfy Chapter 6 of the Portland Stormwater Management Manual, September 1, 2002.*

- Inspection/ Maintenance Schedule of Catch Basins
- Inspection/ Maintenance Schedule of Manholes
- Inspection/ Maintenance Schedule of Water Quality Facilities
- Other Necessary Procedures (as specifically noted in the Portland Manual for the chosen system components)

#### **5. RECORD KEEPING**

- Detailed Schedule for Record Keeping for Entire System
- Provide Copies of Record Keeping Forms
- Note location On-site for Record Storage

#### **6. FACILITIES TO BE DEDICATED TO THE CITY (if applicable)**

- Manufacturer's recommended operating and maintenance procedures