



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

See Operations and Maintenance Procedures specified in the Portland Storm Water Management Manual.

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

5. RECORD KEEPING

- ☐ Detailed Schedule for Record Keeping for Entire Storm Water Quality System
- ☐ Sample 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