



**City of Suffolk
Department of Public Works**

STORMWATER MAINTENANCE DIRECTIONS

The following guidance is being provided to help assist in creating a stand-alone Stormwater Management Practices maintenance document that is site specific to the project development.

The submission should include two bound copies of the Stormwater Management Practices (SWMP) maintenance document, which outlines maintenance frequency requirements and tasks associated with being able to insure design longevity to the facility. The SWMP maintenance document should be a stand-alone document that transfers to the Home Owners Association or Owner of the property for their understanding of the facility, design life, maintenance costs, maintenance schedule requirements, pertinent maintenance notes, as well as a table in the appendices for use as the inspector's checklist. Each maintenance item should clearly address maintenance costs and frequencies for maintaining the SWMP facility to compliance standards for the municipality, state and federal agencies.

Should the project site be part of a regional SWMP facility the document should include the approved original SWMP document along with the inclusion of any on-site maintenance required such as street sweeping, storm drain pipe cleaning, etc. and indicate cost participation of required on maintenance or regional facility.