

TOWN OF MILFORD, NEW HAMPSHIRE OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

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STAFF MEMO

Date: February 8, 2021

To: Town of Milford Planning Board

From: Jason Cleghorn, Town Planner

Subject: SP2021-04 Crosby Townhomes, Kling/Mengyuan Property Management, 159 Elm Street, Map 19, Lot 5. Public Hearing for a major site plan application to construct a six (6) unit townhouse, multi-family residential project with related parking, drainage/stormwater management, landscaping, and lighting improvements.

BACKGROUND:

The applicant is presenting the formal major site plan application to the Planning Board. They were last before the Board in July 2019 for a conceptual discussion. The project includes the construction of six-unit townhome building with additional parking spaces, enlarged drainage system and stormwater management system, and related landscaping and site lighting plans. The applicant previously applied for and received a variance for a slight density increase to permit the sixth unit as the property's acreage fell just short of permitting that many units by right. A previous multi-family building existed on the property but was razed in anticipation of this project. This application was continued from the March 16, 2021 Planning Board Meeting.

ADDRESS:

159 Elm Street, Map 19 Lot 5.

EXISTING USE:

The property is currently vacant and a prior multi-family residential building on the parcel was previously razed.

LOT AREA:

Lot 19-5: ±1.19 Acres (51,836 sf)

APPLICATION STATUS:

The application is complete and ready to be accepted. The Board will need to make a determination of regional impact.

NOTICES:

Notices were sent to all property abutters on February 24, 2021.

ZONING DISTRICT/INFORMATION:

The subject property is within the Commercial "C" Zoning District: The intent of the Commercial "C" District is to provide areas for those businesses, institutional, financial, governmental and compatible residential uses which constitute the commercial requirements of the Town. Multi-family residential is permitted in Zoning Ordinance § 5.05.1 Acceptable Uses provided that the residential use follows the Residential "B" zoning related conditions.

The property also falls within the Nashua and Elm Street Corridor District and is subject to the relevant design and performance standards therein. The intent of this District is to foster the traditional character of Milford's neighborhoods by encouraging a human scale of development that is similar in setbacks, size and height, and that is comfortable and safe for pedestrians and non-motorized vehicles while allowing for an efficient and safe roadway network.

EXISTING CONDITIONS:

The subject property, Tax Map 19, Lot 5 is a 1.19 acre parcel located northwest of the Elm Street (NH 101-A) and West Street intersection. The parcel is abutted by the Brookstone Manor residential apartment complex to the north, existing commercial and residential uses along Elm St. to the south, a converted single-family residence currently housing office uses to the west, and a Wendy's fast food restaurant to the east. The property is serviced by Town municipal water and sewer.

TRAFFIC AND ACCESS MANAGEMENT:

Vehicular ingress and egress to the property will be from an access point (24' driveway) along Elm St. at the southeast corner of the site. There will also be an emergency vehicle pull-off area at the central point of the frontage along Elm St. Original concerns about emergency vehicles being able to traverse around the site have been mitigated by the fact that the building will be sprinkled, thus eliminating the need for those vehicles to gain 360-degree access around the site.

OPEN SPACE/LANDSCAPING:

The site plan includes a landscape plan which exceeds the town's requirements for landscaping for trees and shrubs. The proposed development has approximately $\sim 65.5\%$ open space.

KEY	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE
GT	3	GLEDITSIA TRIANCANTHOS INERMIS	THORNLESS HONEYLOCUST	2-1/2" TO 3-1/2" CALIPER
PC	2	PRUNUS CERASIFERA	THUNDERCLOUD PLUM	2-1/2" TO 3-1/2" CALIPER
PN	4	PINUS NIGRA	AUSTRIAN PINE	6' - 7'
SR	5	SYRINGA RETICULATA	JAPANESE TREE LILAC	2-1/2" TO 3-1/2" CALIPER
то	11	THUJA OCCIDENTALIS	DARK AMERICAN ARBORVITAE	6'TO 7'
AW	6	AZALEA	DELAWARE VALLEY WHITE	2' TO 3"
CAP	4	COTONEASTER ADPRESSA	EARLY COTONEASTER	15" TO 18"
ß	6	JUNIPERUS CHINENSIS	SEAGREEN JUNIPER	2 - 3'
PJM	6	RHODODENDRON	PJM RHODODENDRON	2 - 3'
RS	6	RHODOENDRON	SCINTILATION RHODODENDRON	2 - 3'

DRAINAGE:

Although the project is not located within the 100-year flood plain as shown on the Flood Insurance Rate Map Number 330096, dated September 25, 2009, the property falls within the Milford Groundwater Protection Zone 1 Overlay.

The applicant states that stormwater runoff will be collected and treated by a .06 acre detention pond with a forebay for pre-treatment. The system was designed to the 25-year/24-hour storm event for pre vs. post runoff rates and volumes. Drainage conditions after the proposed construction should reduce the discharge volume and rate compared to prior conditions.

The applicant has submitted the local stormwater permit application.

PARKING:

Proposed parking on site meets and/or exceeds the minimum requirements set forth in Section 6.05.4 Table of Off-Street Parking. The site plan and development contemplates a combination of parking below the townhomes (two spaces for each unit) as well as an area in the rear of the site between the units themselves and the detention pond to be used for parking.

LIGHTING PLAN:

The applicant indicates that lighting typically associated with residential properties will be utilized on or near the building/units.

BUILDING ELEVATIONS:

Staff finds that the building meets the requirements of the Development Regulations and the performance standards found within the Commercial zoning district of the Zoning Ordinance. Staff has requested elevations for the other three sides of the building as part of its final review of the plan.

INTERDEPARTMENTAL REVIEWS:

Ambulance: There is concern relative to a need for ambulance movement – turning around; the ambulances are 22-feet in length, in the back of the building, specifically the width of the driveway when cars are parked in all of the parking spots. This combined with the snow plowing and if removal is planned - for plowed snow accumulation, may not provide sufficient space for an ambulance to pull in and turnaround in the rear of the building.

Assessing:

Building Department:

Conservation Commission:

Fire Department: No comment: The building is designed to be sprinkled.

Heritage Commission:

Police Department:

SoRLAC: N/A

Water Utilities:

Zoning Administrator:

Stormwater:

Planning Department:

Comments and recommendations provide an overview of areas needed to be addressed at the Public Hearing or shown as part of the application:

- 1. Elevations: Per § 6.04.2 of the Development Regulations, plans shall show all building elevations. The submitted elevation is only 1 view of 4. Please include the other three elevation views. While the parking is located in the rear of the building, the Town would still like to see these additional elevations. Staff may have additional comments pending the receipt of these elevations.
- 2. General Comment. Final approval should be conditional upon written confirmation of approvals for the local Stormwater Permit from the Town of Milford.

STAFF RECOMMENDATIONS:

The applicant should be prepared to address all of the comments raised by the Planning Board, Conservation Commission, Town Consultants, Staff, and public pertaining to the Site Plan Final Design and revise the plans/information accordingly. Staff finds that the majority of comments and recommendations by staff involve plan revisions that could be managed administratively prior to Board signature. Barring any/all input and recommendations from the Board, Staff recommends approving the application subject to the following conditions:

1. The Applicant shall submit any/all revised plans, reports, and associated information referenced in the Staff memo dated February 8, 2021 to the Community Development Office for review and approval by the Town and its agents.

Aerial of 159 Elm Street, Map 19 Lot 5



Existing (former) Conditions {has been demolished at this time}



Proposed Elevation from Elm St. looking north



Site Plan



CROSBY TOWNHOUSES TAX MAP 19 LOT 5 MILFORD, NEW HAMPSHIRE MARCH 31, 2021

PROJECT INFORMATION

ZONING DISTRICT	COMMERCIAL
OVERLAY DISTRICT	NASHUA ELM ST OVERLAY DISTRICT
TAX MAP & LOT	19–5
SITE PERMIT NUMBER	TBD



MILFORD WATER SERVICES 564 NASHUA ST. MILFORD, NH 03055 603-249-0660

370 AMHERST ST 39 SCHOOL STREET NASHUA, NH 03063 800-662-7764

MILFORD, NH 03055 603-249-0680

LIBERTY UTILITIES 15 BUTTRICK RD LONDONDERRY, NH 03053



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В	3/31/202	WATER UTILITY REVISION	SRF	SRF
А	3/17/21	REV FOR COMMENTS DATED 3/10/21	SRF	SRF
REV.	DATE	DESCRIPTION	DR	СК





	SHEET INDEX
NO.	DESCRIPTION
1	COVER SHEET, VICINITY MAP AND SHEET INDEX
2	DEMOLITON AND CLEARING PLAN
3	SITE LAYOUT, PAVING, SIGNAGE AND MARKING
4	DRAINAGE AND UTILITY PLAN
5	SEWER PLAN AND PROFILES
6-8	PAVING, DRAINAGE AND UTILITY DETAILS
9	EROSION CONTROL PLAN
10	LANDSCAPE PLAN

OWNER'S SIGNATURE



REFERENCE PLANS:

- 1. "SUBDIVISION-CONSOLIDTION PLAN PREPARED FOR: BIRCHTREE ASSOCIATES -MILFORD, N.H." SCALE: 1"=100' DATED MAY 18, 1984. PREPARED BY THOMAS F. MORAN INC. AND RECORDED AT H.C.R.D. AS PLAN #16910.
- **GENERAL DEVELOPMENT NOTES:** 1. THE APPLICANT INTENDS TO CONSTRUCT SIX (6) TOWNHOUSES STYLE CONDOMINIUM ON MAP 19 LOT 5.
- 2. IMPACT FEES ARE TO BE PAID IN ACCORDANCE WITH THE TOWN OF MILFORD DEVELOPMENT REGULATION 5.04 FF. IMPACT FEE AMOUNT TO BE FOUND IN THE MILFORD BUILDING DEPARTMENT UTILITY AND IMPACT FEE SCHEDULE.
- 3. ALL CONTRACTORS AND SUB-CONTRACTORS SHALL MAINTAIN THEIR WORK AND THE SITE RELATIVE TO THEIR WORK IN ACCORDANCE WITH THE STORMWATER POLLUTION PREVENTION PLAN AND ALL REQUIREMENTS OF THE PROJECT N.P.D.E.S. PERMIT.
- 4. THE CONTRACTOR SHALL BE RESPONSIBLE TO DEWATER IN COMPLIANCE WITH ALL LOCAL, STATE AND FEDERAL PERMITTING REQUIREMENTS.
- 5. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH CITY OF TOWN OF MILFORD ZONING ORDNANCES AND SITE REGUALTIONS.
- 6. THE CONTRACTOR SHALL RETAIN ON THE WORK SITE AT ALL TIMES COPIES OF ALL PERMITS NECESSARY FOR ANY CONSTRUCTION.
- 7. THE CONTRACTOR SHALL NOTIFY THE OWNER AND CONTACT ALL UTILITY COMPANIES FOR LOCATIONS OF EXISTING UTILITIES IN THE AREA 72 HOURS (MINIMUM) PRIOR TO COMMENCING CONSTRUCTION.
- 8. THE LOCATION OF EXISTING UTILITIES, SIDEWALKS, PAVEMENT, VEGETATION AND MISCELLANEOUS IMPROVEMENTS ARE APPROXIMATE. THE EXACT FIELD LOCATIONS SHALL BE VERIFIED BY THE CONTRACTOR IN THE FIELD PRIOR TO COMMENCING ANY CONSTRUCTION.
- 9. ANY PUBLIC LAND CORNER WITHIN LIMITS OF CONSTRUCTION IS TO BE PROTECTED. ANY LAND CORNER MONUMENT IN DANGER OF BEING DESTROYED MUST BE PROPERLY REFERENCED BY THE CONTRACTOR.
- 10. EXISTING IMPROVEMENTS SHALL BE RESTORED TO A CONDITION EQUIVALENT TO THAT WHICH EXISTED PRIOR TO COMMENCING CONSTRUCTION, AT NO ADDITIONAL COST TO THE OWNER.
- 11. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO COMMENCEMENT OF CONSTRUCTION. ANY DEVIATION IN PLAN INFORMATION SHALL BE REPORTED TO THE ENGINEER AND OWNER'S REPRESENTATIVE IMMEDIATELY.
- 12. CONTRACTOR IS REQUIRED TO OBTAIN FROM THE ENGINEER WRITTEN APPROVAL FOR ANY DEVIATIONS FROM THE PLANS AND/OR SPECIFICATIONS.
- 13. UNDERGROUND CONTRACTOR SHALL MINIMIZE THE WORK AREA AND WIDTH OF ALL TRENCHES TO AVOID DISTURBANCES OF NATURAL VEGETATION. SPOIL FROM TRENCHES SHALL BE PLACED ONLY ON PREVIOUSLY CLEARED AREAS OR AS DIRECTED BY THE OWNER. CONTRACTOR SHALL NO REMOVE OR DISTURB ANY TREES AND/OR SHRUBS WITHOUT PRIOR APPROVAL OF THE OWNER.
- 14. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING TRAFFIC AND USAGE OF THE EXISTING STREETS ADJACENT TO THE PROJECT. ALL TRAFFIC MAINTENANCE CONTROL SHALL BE IN ACCORDANCE WITH NEW HAMPSHIRE MANUAL OF TRAFFIC CONTROL AND SAFE PRACTICES FOR STREET CONSTRUCTION, MAINTENANCE, AND UTILITY OPERATIONS. TRAFFIC CONTROL OPERATION PROCEDURES SHALL BE SUBMITTED TO THE OWNER FOR APPROVAL PRIOR TO THE BEGINNING OF CONSTRUCTION.
- 15. WATER, SEWER, ROAD (INCLUDING PARKING LOT) AND DRAINAGE WORK SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE TOWN OF MILFORD'S WATER UTILITIES DEPARTMENT AND PUBLIC WORKS DEPARTMENT STANDARDS.
- 16. AS-BUILT PLANS SHALL BE DELIVERED TO THE BUILDING DEPARTMENT PRIOR TO A CERTIFICATE OF OCCUPANCY BEING ISSUED.
- 17. GROUNDWATER PROTECTION DISTRICT LEVEL I PROTECTION AREA.
- 18. SNOW SHALL BE STORED ONSITE IN THE AREAS DESIGNATED ON THE DRAWINGS. EXCESS SNOW SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. SNOW REMOVAL SERVICES SHALL BE MANAGED BY A CERTIFIED GREEN PRO REMOVAL SERVICE AND THE COMPANY SHALL FOLLOW ALL APPLICABLE BMPS.
- SIGNAGE AND MARKING NOTES ALL SIGNING SHALL BE IN ACCORDANCE WITH THE N.H.D.O.T. STANDARDS.
- 2. ALL PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE N.H.D.O.T. STANDARDS.
- 3. ALL STOP SIGN LOCATIONS SHALL INCLUDE A 24" PAINTED WHITE STOP BAR UNLESS NOTED OTHERWISE.
- 4. ALL SIGNING, PAVEMENT MARKINGS, STREET NAME SIGNS, ETC. ARE TO BE INCLUDED IN THE LUMP SUM PRICE FOR SIGNING AND MARKING.
- 5. THE CONTRACTOR SHALL COMPLY WITH THE STATE OF NEW HAMPSHIRE TRAFFIC CONTROL.
- 6. THERE IS NO SIGN PROPOSED. IF A SIGN IS PROPOSED AT A LATER DATE THE SIGN MUST COMPLY WITH THE TOWN OF MILFORD 7.06.0 SIGN ORDINANCE

SITE LIGHTING NOTES:

1. LIGHTING SHALL BE WALL MOUNTED LIGHTS WITH NO FOOT CANDLES SPILLING OVER THE PROPERTY LINE.

<u>*</u>			
SITE DEVELOPMENT REGULATIONS			
	<u>REQUIRED</u>	PROVIDED	
MIN. LOT SIZE	20,000 SF	51,785 SF	
MIN. FRONTAGE	150'	416'	
FRONT BUILDING SETBACK	30'	32.0'	
REAR BUILDING SETBACK	15'	165.1'	
SIDE BUILDING SETBACK	15'	33.6'	
WETLAND BUFFER	25'	N/A	
MAX BUILDING HEIGHT	100'	30'	
<u>NOTES</u>			
(1) SITE DEVELOPMENT REGULATIONS IN ACCORDANCE WITH TOWN OF MILFORD ZONING ORDINANCE SECTION 5.05.1.P: TWO-FAMILY AND MULTI-FAMILY DWELLINGS AND THEIR ACCESSORY USES AND STRUCTURES, WITH THEIR RESPECTIVE RELATED CONDITIONS SET FORTH IN RESIDENCE "B"			
(2) WETLAND BUFFER IN ACCORDANCE WITH TO ORDINANCE SECTION 6.02.3.D	WN OF MILFORD	ZONING	

LEGEND:	
	EX. BUILDING SETBACK
	EX. 2' CONTOUR INTERVAL
	EX. 10' CONTOUR INTERVAL
	PROPOSED 2'/10' CONTOUR INTER
	PROPOSED TREELINE
	PROPOSED 2'/10' CONTOUR INTER
	PROPOSED BUILDING
	PROPOSED PAVEMENT
	PROPOSED PAVER EMERGENCY LO
	PROPOSED ADA SIDEWALK
	PROPOSED DETENTION BASIN
282.5	PROPOSED GRADE
	PROPOSED SIGN
	PROPOSED RELOCATED MAILBOX
	PROPOSED RETAINING WALL

LAND USE SUMMARY			
AREA	<u>AREA</u>	<u>PERCENTA</u>	
BUILDING	0.10 AC.	8.4%	
PAVEMENT / SIDEWALK	0.25 AC.	21.0%	
OPEN SPACE	0.78 AC.	65.5 %	
STORMWATER MANAGEMENT AREA	0.06 AC.	5.0%	
TOTAL	1.19 AC.	100%	

(DENSITY CALCULATION	
ZONING DISTRICT	RATIIO	ALLOWE
COMMERCIAL (C)	5 UNITS PER ACRE	5.95
TOTAL		5.95
<u>NOTES</u>		
 (1) DENSITY CALCULATION IN AC SECTION 5.05.1.P: TWO-FAM USES AND STRUCTURES, WIT RESIDENCE "B" (2) GUINITS ALLOWED DED VADIO 	CORDANCE WITH TOWN OF MILFO MILY AND MULTI-FAMILY DWELLING TH THEIR RESPECTIVE RELATED (ORD ZONING GS AND THE CONDITIONS
(2) 6 UNITS ALLOWED PER VARI	ANCE REFERENCE # 2020-03 (DAIL APPR

	PARKING SUMMARY	
DESCRIPTION	RATIO	REQUIRE
RESIDENTIAL (MULTIFAMILY)	4 PER UNIT	24
TOTAL		24
NOTES		
(1) TWO PARKING SPACES PER	UNIT ARE WITHIN THE LOWER L	EVEL GARAG

LANDSCAPE BUFFER			
	<u>REQUIRED</u>	PROVIDE	
NORTH (MULTI–FAMILY RESIDENTIAL	10'	10'	
SOUTH (ELM STREET ROW)	20'	20'	
EAST (COMMERCIAL)	10'	10'	
WEST (SINGLE FAMILY RESIDENTIAL)	10'	10'	
<u>NOTES</u>			
(1) LANDSCAPE BUFFER PER TOWN OF MILFORD SECTION 6.08.5	DEVELOPMENT	REGULATION	





DRAINAGE NOTES

ENGINEER.

THE LENGTH OF ALL STORM DRAIN PIPES SHOWN ARE APPROXIMATE AND ARE MEASURED FROM THE INSIDE FACE OF STRUCTURE TO THE INSIDE FACE OF THE NEXT STRUCTURE.

- 2. EXISTING OFF-SITE DRAINAGE PATTERNS SHALL BE MAINTAINED DURING THE COURSE OF CONSTRUCTION.
- 3. THE LOCATION OF THE DRAINAGE STRUCTURES SHOWN ON THE PLANS MAY BE FIELD ADJUSTED TO PRESERVE ANY EXISTING VEGETATION, AS APPROVED BY THE
- 4. THE CONTRACTOR SHALL ADJUST ALL PROPOSED ELEVATIONS TO MEET THE EXISTING GRADES AS NEEDED.
- 5. ALL STORM DRAINAGE PIPE SHALL BE REINFORCED CONCRETE PIPE (RCP), UNLESS OTHERWISE NOTED.
- 6. ALL DRAINAGE STRUCTURES CONCRETE SHALL HAVE COMPRESSION STRENGTH OF 3,000 PSI @ 28 DAYS.
- 7. PROPOSED GRADES IN OPEN SPACE AREAS ARE TOP OF SOD.
- 8. THERE ARE NO KNOWN IMPACTS TO SURFACE GROUND WATER RESULTING FROM THE PROJECT.
- 9. THERE ARE NO KNOWN IMPACTS TO WETLANDS RESULTING FROM THIS PROJECT.
- 10. CEMENT STABILIZED SAND, 57 STONE OR SIMILAR BEDDING REQUIRED FOR ALL STORM DRAIN INLET STRUCTURES AND JUNCTION BOXES.
- 11. HDPE PIPE JOINTS SHALL BE WRAPPED IN MIRAFI FABRIC UPON INSTALLATION.
- 12. OPERATION AND OWNERSHIP OF THE SURFACE WATER MANAGEMENT SYSTEM SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNER.

GENERAL UTILITY NOTES:

ALL UTILITY CONSTRUCTION TO BE IN ACCORDANCE WITH MILFORD WATER UTILITIES TECHNICAL SPECIFICATIONS AND DETAILS, LATEST EDITION.

- 2. CONTRACTOR TO VERIFY THE SIZE AND LOCATION OF EXISTING UTILITIES PRIOR TO COMMENCING ANY CONSTRUCTION. EXISTING M.W.U. INFRASTRUCTURE ON THE PROPERTY TO BE PHYSICALLY LOCATED TO AVOID POTENTIAL CONFLICTS OR DAMAGE TO THIS INFRASTRUCTURE.
- 3. ABANDONED UTILITIES ARE LOCATED WITHIN THE ROW. VERIFY LOCATIONS OF ABANDONED UTILITIES WITH UTILITY COMPANY.
- 4. LOCATIONS OF PROPOSED UTILITY LINES ARE SUBJECT TO MODIFICATIONS TO PRESERVE ANY EXISTING VEGETATION AS DETERMINED BY THE ENGINEER.
- 5. WHEN REFERENCING IMPROVEMENTS ADJACENT TO THE SUBJECT PROPERTY THE WORD "EXISTING" (OR ABBREVIATED "EX.") SHALL MEAN IMPROVEMENTS PROPOSED BY THE DEVELOPER WHICH ARE INTENDED TO BE CONSTRUCTED PRIOR TO OR CONCURRENT WITH THIS PROJECT.
- 6. NO TREES OR SHRUBS SHALL BE PLACED SO AS TO BLOCK ACCESS OR LINE OF SIGHT TO FIRE HYDRANTS PLACED WITHIN LANDSCAPE ISLANDS THROUGHOUT THE PROJECT SITE.
- 7. CONTRACTOR TO PROVIDE UTILITY RECORD DRAWINGS TO OWNER AND ENGINEER PRIOR TO FINAL PAYMENT REQUEST.
- 8. ALL UNDERGROUND UTILITIES LOCATED BENEATH THE STABILIZED PORTION OF THE ROAD BED SHALL BE INSTALLED PRIOR TO COMPACTION OF THE SUBGRADE.
- 9. CONTRACTOR SHALL NOTIFY ALL UTILITY PROVIDERS AT LEAST 72 HOURS PRIOR TO THE START OF UNDERGROUND CONSTRUCTION THE CONTRACTOR SHALL DETERMINE IF UTILITIES OTHER THAN THOSE SHOWN THE PLANS EXIST.
- 10. CONTRACTOR TO EXERCISE CARE TO PROTECT THE ROOTS OF TREES TO REMAIN. WITH THE BRANCH SPREAD OF SUCH TREES, PERFORM ALL TRENCHING BY HAND. OPEN THE TRENCH ONLY WHEN UTILITIES CAN BE INSTALLED IMMEDIATELY. PRUNE INJURED ROOTS CLEANLY AND BACKFILL AS SOON AS POSSIBLE.
- 11. THE CONTRACTOR IS REQUIRED TO ADJUST ALL EXISTING AND PROPOSED VALVE BOXES, MANHOLE RIMS, GRATES, ETC. AS REQUIRED TO MATCH THE PROPOSED GRADES.
- 12. CASINGS AND/OR CONDUIT SHALL EXTEND FIVE(5) FEET BEYOND THE EDGE OF PAVEMENT, BACK OF CURB AND/OR SIDEWALK AT EACH END AND SHALL BE INCLUDED IN RECORD DRAWINGS TO THE ENGINEER.

GENERAL POTABLE WATER NOTES:

- 2. PROPOSED WATERLINE FITTINGS ARE SHOWN AT MAJOR BENDS IN WATER MAIN ALIGNMENT. CONTRACTOR SHALL UTILIZE ADDITIONAL FITTINGS AS NECESSARY TO DEFLECT WATERLINE IN ACCORDANCE WITH THE UTILITY PROVIDER SPECIFICATIONS.
- 3. THE ENDS OF ALL CAPPED POTABLE WATERLINES SHALL BE MARKED WITH ELECTRONIC MARKER AND 2'x4' STAKES 5' IN LENGTH WITH 2' ABOVE GROUND.
- 4. THE CONTRACTOR SHALL PROVIDE AND INSTALL BLUE-BLUE REFLECTIVE PAVEMENT MARKERS AS REQUIRED IN CENTER OF ADJACENT TRAVEL LANE AT EACH FIRE HYDRANT
- 5. ALL WATER VALVES SHALL CONFORM TO A.W.W.A. C-509 RESILIENT SEATED TYPE. 6. CONTRACTOR SHALL USE 45 DEGREE BENDS AT CONFLICTS. RESTRAINTS TO BE
- MEGA-LUG. TYLER MJR GLANDS OR APPROVED EQUAL. CONTRACTOR SHALL NOT EXCEED 75% OF THE MANUFACTURES RECOMMENDED MAXIMUM PIPE DEFLECTION.
- 7. ALL WATER MAINS SHALL HAVE A MINIMUM OF 5' COVER. 8. ALL POTABLE WATERLINES SHALL BE DUCTILE IRON, CLASS 52.

GENERAL SEWER UTILITY NOTES CONTRACTOR TO VERIFY INVERT ELEVATION AND LOCATION OF EXISTING SANITARY

- SEWER MANHOLES PRIOR TO COMMENCEMENT OF CONSTRUCTION. 2. ALL GRAVITY SEWER LINES SHALL BE PVC (SDR 35), GREEN IN COLOR, UNLESS
- OTHERWISE NOTED, WITH A MINIMUM OF 36" COVER. 3. ALL SEWER LENGTHS ARE APPROXIMATE AND ARE MEASURED FROM CENTER OF
- STRUCTURE TO CENTER OF STRUCTURE.
- 4. MANHOLE TOPS ARE APPROXIMATE AND SHOULD BE ADJUSTED TO FINAL GRADE OR PAVEMENT ELEVATION.
- 5. ALL SANITARY SEWER SERVICES TO BE 6" IN DIAMETER, UNLESS OTHERWISE NOTED.
- 6. ALL SANITARY SEWER MAIN TESTING SHALL BE IN ACCORDANCE WITH MILFORD WATER UTILITIES TECHNICAL SPECIFICATIONS FOR GRAVITY SEWER.
- 7. CONTRACTOR TO COORDINATE WITH M.W.U. TO VERIFY THE CONDITION OF THE COATING OF THE EXISTING MANHOLES AND RE-COAT IF NECESSARY.

LEGEND	
	EX. 2' CONTOUR INTERVAL
	EX. 10' CONTOUR INTERVAL
	PROPOSED 2'/10' CONTOUR INTER
	INTRAMEDIATE CONTOUR INTERVAL
——— w ———	PROPOSED WATER LINE
S	PROPOSED GRAVITY SEWER
ОН	PROPOSED OVERHEAD POWER LINE
	PROPOSED BUILDING
	PROPOSED PAVEMENT
	PROPOSED RIPRAP PROPOSED ADA SIDEWALK

STORMWATER MANAGEM	ENT PARAMETERS	
POND PARAMETERS		<u>ELEV</u>
SEASONAL HIGH WATER TABLE		25
POND BOTTOM ELEVATION		256
OVERFLOW ELEVATION		258
POND TOP OF BANK		258
DESIGN STORM PARAMETERS	RAINFALL AMOUNT (INCHES)	<u>ELEV/</u>
25 YEAR, 24 HOUR	5.54	258
50 YEAR, 24 HOUR	6.58	258



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GRAPHIC SCALE	
LEGEND EX. RIGHTS-OF-WAT W EX. GRANTY SEWER W PROPOSED GRANTY SEWER O PROPOSED BUILDING O PROPOSED SEWER MANHOLE O EX. SEWER MANHOLE O EX. SEWER MANHOLE	







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ROJ HEE	MANAGEMENT. LLC		C	1		
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EET 1 1 6	MAP 10 LOT 5		D			LAND SERVICES. INC.
08		WATFR DFTAILS				ENGINEERING SURVEYING PERMITTING
3910 39.0 F 1	MILFORD. NEW HAMPSHIRE		B 3/31/20	2 WATER UTILITY REVISION	SRF SRF	SOIL & WETLAND MAPPING SEPTIC DESIGN
00.0			A 3/17/2	1 REV FOR COMMENTS DATED 3/10/21	SRF SRF	31 OLD NASHUA ROAD, AMHERST, NH 03031 TEL. 603-673-1441
dwg	SCALE: N/A	MARCH 31, 2021	REV. DATE	DESCRIPTION	DR CK	MERIDIANLANDSERVICES.COM FAX 603-673-1584



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MENGYUAN PROPERITY MANAGEMENT, LLC MANAGEMENT, LLC 159 ELM STREET 159 ELM STREET MAP 19 LOT 5 MAP 19 LOT 5 MILFORD, NEW HAMPSHIRE SCALE: N/A SCALE: N/A
MENGYUAN PROPERTY MANAGEMENT, LLC 159 ELM STREET MAP 19 LOT 5 MILFORD, NEW HAMPSHIRE SCALE: N/A



EROSION	CONTROL	NOTES:

DURING CONSTRUCTION AND THEREAFTER, EROSION CONTROL MEASURES ARE TO BE IMPLEMENTED AS NOTED:

- 1. INSTALLATION OF SILT SOCKS AND SILTATION FENCE WHERE INDICATED SHALL BE COMPLETED PRIOR TO THE START OF SITE WORK IN ANY GIVEN AREA.
- 2. SILT SOCKS AND SILTATION FENCES SHALL BE KEPT CLEAN DURING CONSTRUCTION AND REMOVED WHEN ALL DISTURBED AREAS HAVE A HEALTHY STAND OF VEGETATIVE COVER. EROSION CONTROL MEASURES SHALL BE INSPECTED AT LEAST ONCE A WEEK AND AFTER EVERY 0.5" OR GREATER RAINFALL.
- 3. EXISTING VEGETATION IS TO REMAIN UNDISTURBED WHEREVER POSSIBLE.
- 4. PER THE NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES, THE SMALLEST PRACTICAL AREA SHALL BE DISTURBED DURING CONSTRUCTION. THE TOTAL AREA OF ACTIVE DISTURBANCE, INCLUDING LOT DISTURBANCES, SHALL NOT EXCEED 5 ACRES.
- 5. THE DURATION OF TIME THAT AN AREA IS DISTURBED SHALL BE MINIMIZED. ALL NON-ACTIVE DISTURBED AREAS (ie: CLEARED FOR CONSTRUCTION BUT NOT PRESENTLY UNDERGOING CONSTRUCTION) SHALL BE STABILIZED WITHIN 28 DAYS OF DISTURBANCE. ALL DISTURBED AREAS SHALL BE STABILIZED WITHIN 72 HOURS AFTER FINAL GRADING.
- 6. ALL DITCHES, SWALES AND DETENTION BASINS SHALL BE CONSTRUCTED DURING THE INTIAL PHASE OF CONSTRUCTION AND SHALL BE STABILIZED PRIOR TO DIRECTING STORM WATER FLOW TO THEM.
- 7. AN AREA MAY BE CONSIDERED STABILIZED WHEN ONE OF THE FOLLOWING HAS OCCURED:
- A. BASE COURSE GRAVELS HAVE BEEN INSTALLED IN AREAS TO BE PAVED; B. A MINIMUM OF 85% VEGETATED GROWTH HAS BEEN ESTABLISHED;
- C. A MINIMUM OF 3" OF NON-EROSIVE MATERIAL SUCH AS STONE OR RIPRAP HAS BEEN INSTALLED; OR D. EROSION CONTROL BLANKETS HAVE BEEN PROPERLY INSTALLED.
- 8. ALL DISTURBED AREAS SHALL BE COVERED WITH A MINIMUM OF 4" OF LOAM. LOAM SHALL BE COVERED WITH THE APPROPRIATE SEED MIXTURE AS INDICATED BELOW.
- THE SEED MIXTURE SHALL BE APPLIED AT A RATE OF 2.5 POUNDS PER 1,000 SQ. FT. AND SHALL BE MIXED AS FOLLOWS:

TYPICAL LAWN SEED		SLOPE SEED	
CREEPING RED FESCUE	0.87 LBS.	CREEPING RED FESCUE	1.01 LBS.
KENTUCKY BLUEGRASS	0.71 LBS.	RYE GRASS	0.75 LBS.
RYE GRASS	0.58 LBS.	RED TOP	0.18 LBS.
RED TOP	0.14 LBS.	ALSIKE CLOVER	0.18 LBS.
		BIRDSFOOT TREFOIL	0.18 LBS.

- 9. APPLY LIMESTONE AND FERTILIZER ACCORDING TO SOIL TEST RECOMMENDATIONS, IF SOIL TESTING IS NOT FEASIBLE ON SMALL OR VARIABLE SITES, OR WHERE TIMING IS CRITICAL, FERTILIZER MAY BE APPLIED AT THE RATE OF 600 POUNDS PER ACRE OR 13.8 POUNDS PER 1,000 SQUARE FEET OF LOW PHOSPHATE FERTILIZER (N-P205-K20) OR EQUIVALENT (LOW PHOSPHORUS FERTILIZER IS DEFINED BY THE COMPREHENSIVE SHORELAND PROTECTION ACT AS LESS THAN 2% PHOSPHORUS). APPLY LIMESTONE (EQUIVALENT TO 50 PERCENT CALCIUM PLUS MAGNESIUM OXIDE) AT A RATE OF 3 TONS PER ACRE (138 LB. PER 1,000 SQUARE FEET).
- FERTILIZER SHOULD BE RESTRICTED TO A LOW PHOSPHATE, SLOW RELEASE NITROGEN FERTILIZER WHEN APPLIED TO AREAS BETWEEN 25 FEET AND 250 FEET FROM A SURFACE WATER BODY AS SPECIFIED BY THE COMPREHENSIVE SHORELAND PROTECTION ACT (SLOW RELEASE FERTILIZERS MUST BE AT LEAST 50% SLOW RELEASE NITROGEN COMPONENT). NO FERTILIZER EXCEPT LIMESTONE SHOULD BE APPLIED WITHIN 25 FEET OF THE SURFACE WATER. THESE LIMITATIONS ARE REQUIREMENTS.
- 10. PERMANENT OR TEMPORARY COVER MUST BE IN PLACE BEFORE THE GROWING SEASON ENDS. WHEN SEEDED AREAS ARE MULCHED, PLANTINGS MAY BE MADE FROM EARLY SPRING TO EARLY OCTOBER. WHEN SEEDED AREAS ARE NOT MULCHED, PLANTINGS SHOULD BE MADE FROM EARLY SPRING TO MAY 20 OR FROM AUGUST 10 TO SEPTEMBER 15. NO DISTURBED AREA SHALL BE LEFT EXPOSED DURING THE WINTER MONTHS.
- 11. THE SITE CONTRACTOR SHALL MAINTAIN A VIGOROUS DUST CONTROL PROGRAM THROUGHOUT THE CONSTRUCTION PROCESS. EXPOSED EARTH SHALL BE KEPT MOIST OR MULCHED AT ALL TIMES TO PREVENT DUST FORMATION. SPECIAL ATTENTION SHALL BE PAID TO HIGH TRAFFIC AREAS.



- FABRIC SHALL BE A STRAW/COCONUT FIBER EROSION CONTROL TURF REINFORCEMENT MAT SUCH AS NORTH AMERICAN GREEN SC150BN OR EQUAL.
- THE USE OF ANY EROSION CONTROL MAT WHICH CONTAINS WELDED PLASTIC OR BIODEGRADABLE 2. PLASTIC THREAD OR NETTING IS STRICTLY PROHIBITED.
- THE EROSION CONTROL MATERIAL(S) SHALL BE ANCHORED WITH "U" SHAPED 11 GAUGE WIRE STAPLES OR WOODEN STAKES WITH A MINIMUM TOP WIDTH OF 1" AND A LENGTH OF 6".
- 4. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING ANY NECESSARY APPLICATION OF LIME, FERTILIZER AND SEED.
- 5. BEGIN AT THE TOP OF THE SLOPE BY ANCHORING THE BLANKET IN A 6" DEEP BY 6" WIDE TRENCH WITH APPROXIMATELY 12" OF BLANKET EXTENDED BEYOND THE UP-SLOPE PORTION OF THE TRENCH. ANCHOR THE BLANKET WITH A ROLL OF STAPLES OR STAKES APPROXIMATELY 12" APART IN THE BOTTOM OF THE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING. APPLY SEED TO COMPACTED SOIL AND FOLD REMAINING 12" PORTION OF BLANKET BACK OVER SEED AND COMPACTED SOIL. SECURE BLANKET WITH A ROW OF STAPLES/STAKES PLACED APPROXIMATELY 12" APART ACROSS THE WIDTH OF THE BLANKET.
- 6. ROLL THE BLANKETS DOWN THE SLOPE. BLANKETS WILL UNROLL WITH APPROPRIATE SIDE AGAINST THE SOIL SURFACE. ALL BLANKETS MUST BE SECURELY FASTENED TO SOIL SURFACE BY PLACING STAPLES OR STAKES IN APPROPRIATE LOCATIONS. REFER TO MANUFACTURERS STAPLE GUIDE FOR CORRECT STAPLE PATTERN.
- 7. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 2"-5" OF OVERLAP DEPENDING ON THE BLANKET TYPE.
- 8. CONSECUTIVE BLANKETS SPLICED DOWN THE SLOPE MUST BE PLACED END OVER END (SHINGLE STYLE) WITH AN APPROXIMATE 3" OVERLAP. STAPLE OVERLAPPED AREA APPROXIMATELY 12" APART ACROSS ENTIRE BLANKET WIDTH.
- 9. NOTE: IN LOOSE SOIL CONDITIONS, THE USE OF STAPLE OR STAKE LENGTHS GREATER THAN 6" MAY BE NECESSARY TO PROPERLY SECURE BLANKETS.
- 10. THE CONTRACTOR SHALL MAINTAIN THE BLANKET UNTIL ALL WORK ON THE CONTRACT HAS BEEN COMPLETED AND ACCEPTED. MAINTENANCE SHALL CONSIST OF THE REPAIR OF AREAS WHERE DAMAGED BY ANY CAUSE. ALL DAMAGED AREAS SHALL BE REPAIRED TO REESTABLISH THE CONDITIONS AND GRADE OF THE SOIL PRIOR TO APPLICATION OF THE COVERING AND SHALL BE REFERTILIZED, RESEEDED AND REMULCHED AS DIRECTED.

SLOPE STABILIZATION TURF REINFORCEMENT MAT











INLET PROTECTION (BY FILTREXX® OR EQUAL)

SCALE: NONE **\D-4**∕

2. LANDSCAPE REQUIREME ALONG R.O.W. ALONG PARKING BUILDING FRONTAGE PERIPHERY	INTS: REQUIRED PROVIDED 10 TREES 10 TREES (1 EXIST.) 6 TREES 5 TREES 28 SHRUBS 28 SHRUBS AS NEEDED 11 TREES		,	
TOTAL PROVIDED:	26 TREES & 28 SHRUBS			
LEGEND:				
	PROPOSED BUILDING			
	PROPOSED PAVEMENT			
	PROPOSED PAVER EMERGENCY LOADING	AREA		
an a	PROPOSED ADA SIDEWALK			
	PROPOSED DETENTION BASIN			
	EXISTING & PROPOSED DECIDUOUS SHAI	DE TREE		
	PROPOSED EVERGREEN TREE			19
	PROPOSED FLOWERING TREE			
	PROPOSED EVERGREEN SCREEN TREE			
\bigcirc	PROPOSED FLOWERING SHRUB			19-4
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KEY	QUANITY	BOTANICAL NAME	COMMON NAME	SIZE
GT	3	GLEDITSIA TRIANCANTHOS INERMIS	THORNLESS HONEYLOCUST	2-1/2" TO 3-1/2" CALIPER
PC	2	PRUNUS CERASIFERA	THUNDERCLOUD PLUM	2-1/2" TO 3-1/2" CALIPER
PN	4	PINUS NIGRA	AUSTRIAN PINE	6' – 7'
SR	5	SYRINGA RETICULATA	JAPANESE TREE LILAC	2-1/2" TO 3-1/2" CALIPER
то	11	THUJA OCCIDENTALIS	DARK AMERICAN ARBORVITAE	6' TO 7'
AW	6	AZALEA	DELAWARE VALLEY WHITE	2' TO 3"
CAP	4	COTONEASTER ADPRESSA	EARLY COTONEASTER	15" TO 18"
JS	6	JUNIPERUS CHINENSIS	SEAGREEN JUNIPER	2 – 3'
PJM	6	RHODODENDRON	PJM RHODODENDRON	2 - 3'
RS	6	RHODOENDRON	SCINTILATION RHODODENDRON	2 - 3'





# Crosby Townhouse MENGYUAN PROPERTY MANAGEMENT, LLC MAP 19 LOT 5 Milford, New Hampshire Storm Water Management System Inspection and Maintenance Manual March 17, 2021

#### Introduction:

The operation and maintenance of a storm water management system and its individual components is as critical to system performance as the design. Without proper maintenance, best management practices (BMPs) are likely to become functionally impaired or to fail, providing reduced or no treatment of storm water. Proper operation and maintenance will ensure that the storm water system and individual BMPs will remain effective at removing pollutants as designed and meeting New Hampshire's water quality objectives. Proper maintenance will:

- Maintain the volume of storm water treated over the long term;
- Sustain the pollutant removal efficiency of the BMP;
- Reduce the risk of re-suspending sediment and other pollutants captured by the BMP;
- Prevent structural deterioration of the BMP and minimize the need for expensive repairs;
- Decrease the potential for failure of the BMP.

The Town of Milford require the long-term maintenance of storm water practices and stipulate the establishment of a mechanism to provide for ongoing inspections and maintenance.

#### **Facilities Information:**

Owner of Record:

Mengyuan Property Management, LLC 7 Mountain Ash Lane Franklin, MA 02038

## **Report Information:**

- Every effort has been made to provide a comprehensive operation and maintenance plan for this project. All measures and guidelines presented within this plan are the minimum efforts required to achieve the intent of the erosion and sedimentation control program and minimize off site impacts.
- Should any omissions or inconsistencies arise in the plan, the owner, and governing officials are expected to use reasonable and experienced judgment in the field relative to evaluation and implementing measures based on the intent of this plan.
- This manual does not preclude any requirements for additional controls identified in the approved plan set or support documents or any other appropriate techniques to limit erosion and sedimentation of the site.
- Any measures deemed necessary by the town planning board, conservation commission, zoning board, or the town's representative shall become part of this inspection and maintenance plan.
- Mengyuan Property Management, LLC will be responsible for implementing the required reporting, inspection, and maintenance activities identified in this Inspection and Maintenance (I&M) manual.
- Mengyuan Property Management, LLC shall maintain all record keeping required by the I&M manual. Any transfer of responsibility for I&M activities or transfer in ownership shall be documented to the DES in writing.
- Inspection and maintenance reports shall be completed after each inspection. Copies of the report forms to be completed by the inspector are attached at the end of this manual, including:
  - Inspection checklist to be used during each inspection;
  - o Inspection and maintenance logs to document each inspection and maintenance activity;
- A plan showing the locations of all the storm water practices described in the I&M manual is attached at the end of this manual.
- Inspection and maintenance records must be provided to DES upon request.

#### Storm water management systems present at Crosby Townhouses

#### Description:

The site's stormwater runoff is proposed to be collected and treated via a 0.06 acre detention pond with a forebay for pretreatment. The system was designed to the 25 year-24 hour storm event pre verse post runoff rates and volumes. With the proposed improvements the site reduces the discharge volume and rate when compared to the pre-condition. <u>Maintenance:</u>

- 1. Regular inspection and routine maintenance are necessary to ensure that the storm water management system continues to control and treat runoff.
- 2. Structural components of the site's drainage system must be inspected and maintained on an annual basis (minimum).
- 3. The outlets of the storm water management system must be inspected bi-annually.
- 4. All outfalls shall be cleaned of all siltation and debris at the completion of the construction process when the site has been stabilized with loam, seed, and landscaping.
- 5. Any evidence of erosion, structural damage to the outlet, or other damage must be reported to the appropriate on-site representative and epaired as soon as possible.
- 6. Any sediment and/or trash should be removed from the outlet structures and pipes cleaned of all silt.
- 7. Subsurface pipe detention systems must be inspected and maintained on an annual basis (minimum).

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## In-ground Infiltration Basin

#### Description:

Infiltration basins are impoundments designed to temporarily store runoff, allowing all or a portion of the water to infiltrate into the ground. An infiltration basin is designed to completely drain between storm events. An infiltration basin is specifically designed to retain and infiltrate the entire Water Quality Volume. Some infiltration basins may infiltrate additional volumes during larger storm events, but many will be designed to release stormwater exceeding the water quality volume from the larger storms. In a properly sited and designed infiltration basin, water quality treatment is provided by runoff pollutants binding to soil particles beneath the basin as water percolates into the subsurface. Biological and chemical processes occurring in the soil also contribute to the breakdown of pollutants. Infiltrated water is used by plants to support growth or it is recharged to the underlying groundwater.

As with all impoundment BMPs, surface infiltration basins should be designed with an outlet structure to pass peak flows during a range of storm events, as well as with an emergency spillway to pass peak flows around the embankment during extreme storm events that exceed the combined infiltration capacity and outlet structure capacity of the facility.

#### Maintenance:

- 1. Removal of debris from inlet and outlet structures
- 2. Removal of accumulated sediment
- 3. Inspection and repair of outlet structures and appurtenances
- Inspection of infiltration components at least twice annually, and following any rainfall event exceeding 2.5 inches in a 24 hour period, with maintenance or rehabilitation conducted as warranted by such inspection.
- 5. Inspection of pretreatment measures at least twice annually, and removal of accumulated sediment as warranted by inspection, but no less than once annually.
- 6. Periodic mowing of embankments
- 7. Removal of woody vegetation from embankments
- 8. Inspection and repair of embankments and spillways
- 9. If an infiltration system does not drain within 72-hours following a rainfall event, then a qualified professional should assess the condition of the facility to determine measures required to restore infiltration function, including but not limited to removal of accumulated sediments or reconstruction of the infiltration trench.

# Inspection Checklist and Maintenance Report In-Ground Infiltration Basin

Practice Location:		
Date:		
Performed By:	Signature	
Inspection Checklist		
Presence of woody vegetation on embankments	C Yes	🗖 No
Presence of trash or debris	C Yes	🗖 No
Presence of accumulated sediment	C Yes	🗖 No
Structural damage at inlet or outlet	C Yes	🗖 No
Drains with 72 hours of rainfall	🖵 Yes	🗖 No

**Maintenance Performed** 

#### Sediment Forebay

#### Description:

A sediment forebay is an impoundment, basin, or other storage structure designed to dissipate the energy of incoming runoff and allow for initial settling of coarse sediments. Forebays are used for pretreatment of runoff prior to discharge into the primary water quality treatment BMP. In some cases, forebays may be constructed as separate structures but often, they are integrated into the design of larger stormwater management structures.

#### Maintenance:

- 1. Forebays help reduce the sediment load to downstream BMPs and will therefore require more frequent cleaning.
- 2. Inspect at least annually;
- 3. Conduct periodic mowing of embankments (generally two times per year) to control growth of woody vegetation on embankments;
- 4. Remove debris from outlet structures at least once annually;
- 5. Remove and dispose of accumulated sediment based on inspection;
- 6. Install and maintain a staff gage or other measuring device, to indicate depth of sediment accumulation and level at which clean-out is required.

Inspection Checklist and Maintenance Report	
Sediment Forebay	

Practice Location:		
Date:		
Performed By:	Signature	
Inspection Checklist		
Presence of erosion or vegetation loss	🖵 Yes	🗖 No
Presence of accumulated sediment	🖵 Yes	🗖 No
Presence of trash or debris	C Yes	□ No

**Maintenance Performed** 

#### **Terraced Slopes or Benching**

#### Description:

The land grading practice of providing terraced slopes or benching consists of shaping disturbed land surfaces to control the length of flow down steep slopes. Intermediate terraces (or benches) are incorporated into slopes that exceed 4:1 gradient. These terraces are then used to convey runoff laterally to a safe discharge (or to a constructed drainage system). The purpose of this practice is to provide for erosion control and vegetative establishment on those areas where the existing land surface is to be reshaped by grading.

Provisions should be made to safely conduct surface runoff collected by the terraced slope to storm drains, stabilized channels, or other stable conveyance practices or water courses. Runoff should also be intercepted at the top of the slopes and directed to a stable outlet.

#### Maintenance:

- 1. Grassed slopes should be mowed to grass height and frequency specified by design.
- 2. Vegetated slopes should be inspected periodically for signs of vegetation loss or damage, with restoration as needed.
- 3. Terraces and slopes should be inspected periodically for any sign of rill or gully erosion, and if such conditions are noted, the area should be immediately investigated and repaired as needed.

Inspection Checklist and Maintenance Report Terraced Slopes or Benching			
Practice Location:			
Date:			
Performed By:	Signature		
Inspection Checklist			
Presence of erosion or vegetation loss	🗖 Yes	🗖 No	
Maintenance Performed			

#### **Flow Splitters**

#### Description:

A flow splitter is an engineered structure used to divide flow into two or more directions. The structure typically consists of a manhole, precast concrete vault, or other structure divided into chambers, with the chambers separated by hydraulic control elements. Various hydraulic devices (such as pipes, weirs, or orifices) can be used to control the direction and quantity of flow entering the structure. Generally, a flow splitter consists of a structure with one inlet and two outlets set at different elevations. One outlet conveys low flows, such as those during small storms or at the beginning of a large storm.

The other outlet conveys high flows occurring later in the storm. The flows are conveyed in different directions for water quantity or quality control.

The flow splitter is typically used to direct base flows and smaller storm flows to an "off-line" water quality treatment or pretreatment practice, with larger storms directed to an alternative outlet to bypass, and thus prevent overloading of, the treatment system. This simple type of device works on hydraulic principles and does not require mechanical components or instrumentation.

#### Maintenance:

- 1. Flow splitters should be inspected concurrently with the conveyance and treatment practices served by the devices. It is recommended that the device be inspected and maintained at least once annually.
- 2. Sediments and debris should be removed and disposed as for other components of the drainage system.

Inspection Checklist and Maintenance Report				
Flow Splitters				
Signature				
Inspection Checklist				
Tes Yes	🗖 No			
Tes Yes	🗖 No			
🖵 Yes	🗖 No			
	ist and Maintenance R ow Splitters Signature Yes Yes Yes			

**Maintenance Performed** 

#### Permanent Outlet Protection

#### Description:

Outlet protection is typically provided at stormwater discharge conduits from structural best management practices to reduce the velocity of concentrated stormwater flows to prevent scour and minimize the potential for downstream erosion. Outlet protection is also provided where conduits discharge runoff into an in-ground stormwater management practice (e.g., pond or swale) to prevent scour where flow enters the BMP.

Standard engineering practices allow for many different types of outlet protection which provide energy dissipation. Common outlet protection measures include:

- Riprap aprons, the design of which is covered within this section;
- Riprap lined scour holes, stilling basins or plunge pools. Design references for stilling basins are provided under 'Design References'.

#### Maintenance:

3. Inspect the outlet protection annually for damage and deterioration. Repair damages immediately.

# Inspection Checklist and Maintenance Report Permanent Outlet Protection

Practice Location:		
Date:		
Performed By:	Signature	
Inspection Checklist		
Presence of accumulated sediment	🖵 Yes	🗖 No
Damage to outlet	C Yes	□ No
Presence of trash or debris	C Yes	🗆 No

**Maintenance Performed** 

#### **Invasive Species Information:**

#### Description:

With respect to a particular ecosystem, any species, including its seeds, eggs, spores, or other biological material capable of propagating that species, that is not native to that ecosystem.

#### Maintenance:

- 1. Remove invasive plant species from the storm water management practices by pulling, either by hand for small plants or by hand shovel for shrubs and bushes.
- Refer to the following fact sheet prepared by the University of New Hampshire Cooperative Extension entitled <u>Methods for Disposing Non-Native Invasive Plants</u> for recommended methods to dispose of invasive plant species.



# UNIVERSITY of NEW HAMPSHIRE Methods for Disposing COOPERATIVE EXTENSION Non-Native Invasive Plants

Prepared by the Invasives Species Outreach Group, volunteers interested in helping people control invasive plants. Assistance provided by the Piscataquog Land Conservancy and the NH Invasives Species Committee. Edited by Karen Bennett, Extension Forestry Professor and Specialist.



Tatarian honeysuckle Lonicera tatarica USDA-NRCS PLANTS Database / Britton, N.L., and A. Brown. 1913. An illustrated flora of the northern United States, Canada and the British Possessions. Vol. 3: 282.

Non-native invasive plants crowd out natives in natural and managed landscapes. They cost taxpayers billions of dollars each year from lost agricultural and forest crops, decreased biodiversity, impacts to natural resources and the environment, and the cost to control and eradicate them.

Invasive plants grow well even in less than desirable conditions such as sandy soils along roadsides, shaded wooded areas, and in wetlands. In ideal conditions, they grow and spread even faster. There are many ways to remove these nonnative invasives, but once removed, care is needed to dispose the removed plant material so the plants don't grow where disposed.

Knowing how a particular plant reproduces helps determine the appropriate disposal method. Most

are spread by seed and are dispersed by wind, water, animals, or people. Some reproduce by vegetative means from pieces of stems or roots forming new plants. Others spread through both seed and vegetative means.

Because movement and disposal of viable plant parts is restricted (see NH Regulations), viable invasive parts can't be brought to most transfer stations in the state. Check with your transfer station to see if there is an approved, designated area for invasives disposal. This fact sheet gives recommendations for rendering plant parts nonviable.

Control of invasives is beyond the scope of this fact sheet. For information about control visit <u>www.nhinvasives.org</u> or contact your UNH Cooperative Extension office.

#### New Hampshire Regulations

Prohibited invasive species shall only be disposed of in a manner that renders them nonliving and nonviable. (Agr. 3802.04)

No person shall collect, transport, import, export, move, buy, sell, distribute, propagate or transplant any living and viable portion of any plant species, which includes all of their cultivars and varieties, listed in Table 3800.1 of the New Hampshire prohibited invasive species list. (Agr 3802.01)

#### How and When to Dispose of Invasives?

To prevent seed from spreading remove invasive plants before seeds are set (produced). Some plants continue to grow, flower and set seed even after pulling or cutting. Seeds can remain viable in the ground for many years. If the plant has flowers or seeds, place the flowers and seeds in a heavy plastic bag "head first" at the weeding site and transport to the disposal site. The following are general descriptions of disposal methods. See the chart for recommendations by species.

**Burning:** Large woody branches and trunks can be used as firewood or burned in piles. For outside burning, a written fire permit from the local forest fire warden is required unless the ground is covered in snow. Brush larger than 5 inches in diameter can't be burned. Invasive plants with easily airborne seeds like black swallow-wort with mature seed pods (indicated by their brown color) shouldn't be burned as the seeds may disperse by the hot air created by the fire.

**Bagging (solarization):** Use this technique with softertissue plants. Use heavy black or clear plastic bags (contractor grade), making sure that no parts of the plants poke through. Allow the bags to sit in the sun for several weeks and on dark pavement for the best effect.



Polygonum cuspidatum USDA-NRCS PLANTS Database / Britton, N.L., and A. Brown. 1913. An illustrated flora of the northern United States, Canada and the British Possessions. Vol. 1: 676.

Tarping and Drying: Pile material on a sheet of plastic

and cover with a tarp, fastening the tarp to the ground and monitoring it for escapes. Let it dry for several weeks.

Chipping: Use this method for woody plants that don't reproduce vegetatively.

**Burying:** This is risky, but can be done with watchful diligence. Lay thick plastic in a deep pit before placing the cut up plant material in the hole. Place the material away from the edge of the plastic before covering it with more heavy plastic. Eliminate as much air as possible and toss in soil to weight down the material in the pit. Note that the top of the buried material should be at least three feet underground. Japanese knotweed should be at least 5 feet underground!

**Drowning:** Fill a large barrel with water and place soft-tissue plants in the water. Check after a few weeks and look for rotted plant material (roots, stems, leaves, flowers). Well-rotted plant material may be composted. A word of caution- seeds may still be viable after using this method. Do this before seeds are set. This method isn't used often. Be prepared for an awful stink!

**Composting:** Invasive plants can take root in compost. Don't compost any invasives unless you know there is no viable (living) plant material left. Use one of the above techniques (bagging, tarping, drying, chipping, or drowning) to render the plants non-viable before composting. Closely examine the plant before composting and avoid composting seeds.

Finally, be diligent looking for seedlings for years in areas where removal and disposal took place.

# Suggested Disposal Methods for Non-Native Invasive Plants

This table provides information concerning the disposal of removed invasive plant material. If the infestation is treated with herbicide and left in place, these guidelines don't apply. Don't bring invasives to a local transfer station, unless there is a designated area for their disposal, or they have been rendered non-viable. This listing includes wetland and upland plants from the New Hampshire Prohibited Invasive Species List. The disposal of aquatic plants isn't addressed.

Plant Name	Method of	Time of Year To	Methods of Disposal
	Reproducing	Dispose	
Woody Plants*	Fruit/Seeds		
Norway Maple (Acer platanoides) European Barberry (Berberis vulgaris) Japanese Barberry (Berberis thunbergii)		Prior to fruit/seed ripening	<ul> <li>Seedlings and small plants.</li> <li>Pull or cut and leave on site with roots up. No special care needed.</li> <li>Larger plants</li> </ul>
Autumn Olive (Elaeagnus umbellata) Burning Bush (Euonymus alatus)			<ul> <li>Use as firewood.</li> <li>Make a brush pile.</li> <li>Chip.</li> <li>Burn.</li> </ul>
Morrow's Honeysuckle (Lonicera morrowii) Tatarian Honeysuckle (Lonicera tatarica) Showy Bush Honeysuckle (Lonicera x bella) Common Buckthorn (Rhamnus cathartica) Glossy Buckthorn (Frangula ahus)		After fruit/seed is ripe	<ul> <li>Don't remove from site.</li> <li>Burn.</li> <li>Make a covered brush pile.</li> <li>Chip once all fruit has dropped from branches.</li> <li>Leave resulting chips on site and monitor.</li> </ul>
Woody Plants*	Fruits/Seeds/Plant Fragments		
Oriental Bittersweet (Celastrus orbiculatus) Multiflora Rose (Rosa multiflora)		Prior to fruit/seed ripening	<ul> <li>Seedlings and small plants.</li> <li>Pull or cut and leave on site with roots up. No special care needed.</li> <li>Larger plants</li> <li>Make a brush pile.</li> <li>Burn.</li> </ul>
		After fruit/seed is ripe	<ul> <li>Don't remove from site.</li> <li>Burn.</li> <li>Make a covered brush pile.</li> <li>Chip – only after material has fully dried (1 year) and all fruit has dropped from branches. Leave resulting chips on site and monitor.</li> </ul>

#### Crosby Townhouses

#### Storm Water Management System: Inspection and Maintenance Manual

Plant Name	Method of Reproducing	Time of Year To Dispose	Methods of Disposal
	Reproducing	Dispuse	
Non-woody plants	Fruits/Seeds		
Garlic Mustard (Alliaria petiolata)		Prior to flowering	Depends on scale of infestation
Spotted Knapweed (Centaurea maculosa)			Small infestation: Remove and scatter
<ul> <li>Sap of related knapweed can cause skin irritation and tumors. Wear gloves when handling.</li> <li>Black Swallow-wort (Cynanchum nigrum)</li> <li>May cause skin rash. Wear gloves and long sleeves</li> </ul>			<ul> <li>Large infestation:</li> <li>Remove and pile. (You can pile on or cover with plastic sheeting)</li> <li>Monitor. Remove any resprouting material</li> </ul>
when handling. Pale swallow-wort (Cynanchum rossicum) Giant Hogweed (Heracleum mantegazzianum) Can cause major skin rash.		During and following flowering	Do nothing until the following year; Or Remove flowering heads and bag and let rot.
Wear gloves and long sleeves when handling. Dame's Rocket (Harmeric maturachia)			Small infestation: Remove and scatter remaining material
(Hesperis matronaus) Perennial Pepperweed (Lepidium latifolium) Purple loosestrife (Lythrum salicaria) Japanese Stilt Grass (Microstegium vimineum) Mile-a-Minute Weed (Polygonum perfoliatum)			<ul> <li>Large infestation:</li> <li>Remove and pile remaining material. (You can pile on or cover with plastic sheeting)</li> <li>Monitor. Remove any re- sprouting material</li> </ul>
Non-woody plants *	Fruits/seeds/plant parts		
Common Reed (Phragmites australis) Japanese Knotweed (Polygonum cuspidatum) Bohemian Knotweed (Polygonum x bohemicum)	Primary means of spread in these species is by plant parts. Although all care should be given to preventing the dispersal of seed during control activities, the presence of seed doesn't materially influence dispersal activities		<ul> <li>Small infestation:</li> <li>Bag all plant material and let rot.</li> <li>Never pile and use resulting material as compost.</li> <li>Burn</li> </ul>
	influence disposar activities.		<ul> <li>Remove material to unsuitable habitat (dry, hot sunny or dry shaded location) and scatter or pile.</li> <li>Monitor and remove any sprouting material.</li> <li>Pile, let dry, and burn.</li> </ul>

October, 2009

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### Deicing Log

## Access Drives & Parking Areas

### **Do Not Apply Sand To Permeable Pavements**

Signature _____

Date: ______
Performed By: _____

Maintenance Performed:

Air Temperature	Pavement	Relative Humidity	Dew Point	Sky
	Temperature			

Reason for applying:

Chemical:

Application Time:

Application Amount:

Observation (first day):

Observation (after event):

Observation (before next application):

Inspection and Maintenance Log					
	BMP	Inspection Date	Inspected By	Maintenance Required?	Maintenance Performed
1				□Yes	
				□No	
2				□Yes	
				□No	
3				□Yes	
				□No	
4				□Yes	
				□No	
5				□Yes	
				□No	
6				□Yes	
				□No	
7				□Yes	
				□No	
8				□Yes	
				□No	
9				□Yes	
				□No	

RECOMMENDED ADVANCE WARNING SIGN MINIMUM SPACING TABLE 6-1C FROM MUTCD (2009 EDITION)				
	DISTANCE BETWEEN SIGNS			
RUAD TIFE	А	В	С	
URBAN (≤ 30 MPH)	100′	100'	100′	
URBAN (≥35 MPH)	350'	350'	350′	
RURAL	500'	500'	500′	
EXPRESSWAY / FREEWAY	1000′	1500'	2640′	

