



Town of Upton, Massachusetts

Checklist for a Stormwater Management Operation & Maintenance Plan

It is the responsibility of the Applicant to become familiar with the Town of Upton's Stormwater Bylaw and Stormwater Regulations prior to submitting any application for a proposed project.

Trigger for Submitting a Stormwater Management Operation & Maintenance Plan

A Stormwater Management operation & maintenance (O&M) Plan is required if:

- The proposed project requires a Stormwater Management Permit (per Section 5 of the Stormwater By-Law)

or

- The proposed project requires an Erosion and Sediment Control Plan (per Section 6.C of the Stormwater By-Law).

Minimum Requirements of a Stormwater Management Operation & Maintenance Plan

The following information shall be provided, at a minimum, in the submitted O&M Plan:

- The name(s) of the owner(s) for all components of the system.
- The name(s) of the operator or tenant of the property, if different than the owner.
- Plan showing location of all drainage structures, stormwater best management practices, stormwater treatment systems, and/or erosion control devices or structures with access areas to each.
- Maintenance agreements that specify:
 - The name, address, and phone number of the entity responsible for all routine and non-routine inspection, maintenance, and repairs to all structures on the property, as shown in the Plan. If this entity is different than the owner, provide a copy of the legal instrument that establishes the terms of and legal responsibility of this party to operate and maintain the structures on the property. This may include a deed, utility trust, or other agreement.
 - The name, address, and phone number of the entity responsible for financing operation and maintenance activities and emergency repairs.
- A schedule for routine and non-routine maintenance for all drainage structures, stormwater best management practices, stormwater treatment systems, and/or erosion control devices or structures.
- The signatures of the owner(s), responsible party for operation and maintenance, and responsible party for financing responsible party.

The Upton Conservation Commission or their Authorized Representative may require any additional information or data deemed appropriate and/or may impose such conditions or stormwater management measures as may be deemed necessary to the preservation of public health and safety.