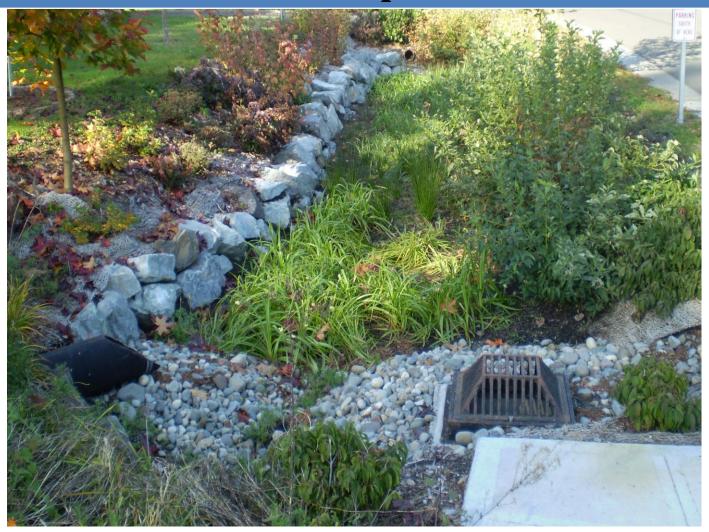
Green Stormwater Operations and Maintenance Manual



Seattle Public Utilities

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I. Overview

This manual is a summary of *routine* maintenance activities for the design of Natural Drainage System (NDS) Projects. Several *non-routine* maintenance activities are also included within this chart. The manual is divided into four service levels for the vegetation section and three service levels for the hardscape and Infrastructure section. For some design elements, the service levels are very similar.

This chart is intended to be a Maintenance Manual for scheduling and performing maintenance activities. The manual features images and descriptions for vegetation, hardscape, infrastructure, and infiltration rates. It includes NDS sites used currently in Seattle and several images from NDS projects in other municipalities. It is important to realize that *no single project includes every design element*. (That is, all the NDS portrayed in this chart will *NOT* be found within a given NDS project.) Maintenance crew coordinators need to use the relevant maintenance categories for a given project per the NDS Service Agreement.

II. How to Use This Manual

The successful use of this manual hinges on the inspection of project features, which in turn triggers the appropriate maintenance activities. To use this chart first select the desired Service Level for maintenance on an existing NDS project, then maintenance crews will inspect the system for the conditions listed in the left-hand column of the chart. Note that the desired service level may vary from project to project, based on the NDS goals, the project location, the project age (i.e. whether or not the plants have successfully established), and economic considerations. The descriptions and images for each service level may be used to help determine by visual inspection whether recommended maintenance activities, in the right-hand column, will need to be performed.

III. Contacts

Name	Phone Number	Title
Drena Donofrio	206-571-1566	GSI O&M Asset Manager
Deb Heiden	206-386-1802	Urban Ecosystems Asset
		Manager
Tracy Tackett	206-386-0052	GSI Program Manager

Table I. Landscape and Vegetation Manual

Service	Service Level A (Excellent Effort)	Service Level B	Service Level C	Service D
Category		(Good Effort)	(Moderate Effort)	(Poor Effort)
Aesthetics (vegetation and trash)	Vegetation Healthy and attractive No bare spots Plant palette is working for facility At least 95% survival of establishing plants Weeds - Little or no weeds are present Asthetics Clean, distinct edges Vegetation confined to planted areas No overgrown appearance/dead growth Mulch Evenly distributed & approximately 4" of arborist woodchip mulch. No evidence of erosion (stabilized surfaces) Limited shoulder compaction Homeowner is fully maintaining (where applicable)	 Vegetation Healthy with a good appearance Occasional bare spots Plant palette is mostly working for facility (At least 75%) Weeds - Small quantities of weeds are present Asthetics Loose edges: grass/mulch encroaching on swale or vice versa Some vegetation overlapping into pedestrian areas Overgrown in isolated areas with some dead material Mulch 2"-4" layer of mulch is present Erosion likely unless maintenance improved Some shoulder compaction Homeowner is providing some maintenance (where applicable) Able to achieve Level A without complete retrofit 	Vegetation Poor vegetation health and appearance Bare spots are frequent Plant palette is not working for facility (75%-50%) Weeds - Weeds common Asthetics No edges; Surrounding vegetation spills into swale and pedestrian areas Mulch Mulch is less than 2" Substantial eroded areas Shoulder compaction Homeowner is not maintaining swale (where applicable) Unable to achieve higher service levels without complete retrofit	Vegetation Poor Planted vegetation health and appearance Bare spots are common Plant palette has failed Less than 50% Weeds - Weeds dominant Asthetics No edges; surrounding vegetation spills into swale or vice versa Mulch Mulch Substantial eroded areas Shoulder compaction Homeowner is not maintaining swale (where applicable) Unable to achieve higher service levels without complete retrofit

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service D (Poor Effort)
Special Considerations for Noxious Weeds	Zero tolerance of Class A, B, C and non-designated noxious weeds	Zero tolerance of Class A and B. Class C weeds are controlled or absent. Non-designated weeds are controlled or absent.	Zero tolerance of Class A weeds. Class B and C are controlled. Non- designated are present (Control Prog. Is minimal)	Zero tolerance of Class A weeds. Class B, C, and Non-Designated are largely uncontrolled except for public safety reasons (illegal dumping, obstructs vision)
		Link to King County	Noxious Weed List	
Vegetation	Lush vegetation; excellent appearance	Mostly healthy vegetation with good appearance	Mostly healthy vegetation with neglected appearance	Poorly planted vegetation health and neglected appearance

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service D (Poor Effort)
Aesthetics	Healthy, well-maintained vegetation; excellent appearance	Appearance is good	Moderate appearance	Poorly maintained appearance
Mulch	Deep mulch layer(4"-6"), clean edges, limited compaction	Some mulch(2"-4"), loose edges, some compaction	Little mulch(Less than 2"), no defined edge, shoulder compaction	No mulch present, no defined edge, shoulder compaction

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service D (Poor Effort)
Weeds	No weedy species present	Occasional weedy species (5-10%)	Lots of Weedy species (10-20%)	Weedy species predominant (More than 20%)
Erosion and bare spots	No erosion or bare spots	Some erosion and bare spots (0-5%)	Substantial erosion and bare spots (5-10%)	Completely eroded and bare spots(More than 10%)

Table II. System Functionality

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Poor Effort)
SYSTEM FUNCTIONALITY				
Bioretention (vegetation & soils/substrate)	 Vegetation 100% of swale bottom is covered with healthy, wetland vegetation No bare spots Infiltration Soil is well aerated, no evidence of compaction Water drains within 48 hours Maintenance No erosion, channelization or scouring No significant sediment or debris accumulation 	 Vegetation At least 80% of swale bottom is covered with healthy, wetland vegetation Minimal bare spots 10% Infiltration Some evidence of compaction (2" of mulch) Most water drains within 24 hours, minimal long-term ponding Maintenance Some erosion, channelization or scouring Sediment or debris accumulation does not affect the function of the facility. 	 Vegetation Between 60-80% of swale bottom is covered with healthy, wetland vegetation A few bare spots 10-20% Infiltration Compacted soils (Lack of Mulch) The presence of long-term ponding (> 72 hours) Maintenance Erosion, channelization or scouring Sediment and debris accumulations inhibit the water quality function of the facility without affecting conveyance 	Vegetation Less than 60% of swale bottom is covered with healthy, wetland vegetation Many bare spots Infiltration Compacted soils (Lack of Mulch) The presence of long-term ponding (> 72 hours) Maintenance Erosion, channelization or scouring Sediment and debris accumulations inhibit the water quality and conveyance of the system
Biofiltration (vegetation & soils/substrate)	 Vegetation At least 80% of swale bottom covered with healthy, uniformed fine-stemmed vegetation at least 18 - 24 inches high No bare spots Maintenance No erosion, channelization or scouring No ponding No significant sediment or debris accumulation 	 Vegetation Between 60-80% of swale bottom covered with healthy, uniformed fine-stemmed vegetation at least 18 - 24 inches high A few bare spots 10% Maintenance Some erosion, channelization or scouring No ponding Sediment and debris does not affect the function of the facility. 	 Vegetation Between 60-40% of swale bottom covered with healthy, uniformed fine-stemmed vegetation, of at least 18 -24 inches high Many bare spots 10-30% Maintenance Erosion, channelization or scouring The presence of ponding Sediment and debris affect the water quality function of the facility with out affecting conveyance. 	 Vegetation Less than 40% of swale bottom covered with healthy, uniformed fine-stemmed vegetation, of at least 18 -24 inches high Many bare spots Maintenance Erosion, channelization or scouring The presence of ponding Sediment and debris accumulations inhibit the water quality and conveyance of the system

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Poor Effort)
Bioretention + biofiltration (vegetation & soils/substrate)	 At least 100% of swale bottom is covered with healthy, uniformed fine-stemmed wetland vegetation at least 18 - 24 inches high Soil is well aerated, no evidence of vehicle compaction No erosion, channelization or scouring Water drains within 24 hours No visible bare spots Acceptable level of sediment or debris accumulation 	 80% of swale bottom is covered with healthy, uniformed fine-stemmed wetland vegetation at least 18 - 24 inches high Some evidence of vehicle compaction (lack of mulch) Some erosion, channelization or scouring Most water drains within 24 hours, minimal long-term ponding A few bare spots 10-20% Acceptable level of sediment or debris accumulation 	 Less than 80-50% of swale bottom is covered with healthy, uniformed fine-stemmed wetland vegetation at least 18 - 24 inches high Compacted soils Erosion, channelization or scouring The presence of long-term ponding (> 72 hours) Many bare spots Significant build up of sediment or debris 	 Less than 50% of swale bottom is covered with healthy, uniformed fine-stemmed wetland vegetation at least 18 - 24 inches high Compacted soils Erosion, channelization or scouring The presence of long-term ponding (> 72 hours) Many bare spots or noxious weeds/grass Significant build up of sediment or debris
Swale bottom vegetation				

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Poor Effort)
Sediment or debris accumulation				
Conveyance (vegetation & soils/substrate)	 Healthy vegetation No erosion, channelization or scouring No bare spots No build up of sediment or debris No non-designed obstructions to flow 	 Mostly healthy vegetation Some erosion, channelization or scouring Minimal bare spots 10-20% Some build up of sediment or debris Minimal non-designed obstructions to flow (over-grown vegetation, trash rack blockages) 	 Some vegetation Erosion, channelization or scouring Many bare spots 20-40% Significant build up of sediment or debris Significant non-designed obstructions to flow (over-grown vegetation, trash rack blockage) 	 Poor or no vegetation Erosion, channelization or scouring Many bare spots 40% or more Significant build up of sediment or debris Significant non-designed obstructions to flow (over-grown vegetation, trash rack blockage)

Table III. Hardscape Manual

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
HARDSCAPE & INFRA-STRUCTURE	Summary • sediment Is minimal • infrastructure is always accessible • no competition between roots(/dense plant material?) and pipes • no trash is present • small accumulation of organic debris on grates or screens • limited buildup of sediment behind check dams or log weirs • no erosion or undercutting surrounding weir walls • rockery and walls are stable and secure • stormwater sedimentation structures less than ½ full (NPDES)	Summary some sediment is present infrastructure is usually accessible some competition between roots(/dense plant material?) and pipes small amounts of trash are present moderate accumulation of organic debris on grates or screens ccasional large sediment deposits behind check dams or log weirs minimal erosion and/or undercutting surrounding weir walls ccasional loose rocks; walls are secure stormwater sedimentation structures less than ½ full (NPDES)	Summary Lots of sediment buildup is observed infrastructure is mostly inaccessible Significant competition between roots(/dense plant material?) and pipes Trash is present Heavy accumulations of organic debris on grates or screens frequent large sediment deposits behind check dams or log weirs Erosion and/or undercutting surrounding weir walls Loose rocks; walls are not secure stormwater sedimentation structures less than ½ full (NPDES)	
Sedimentation structures— TYPE 2	Sediment is blocking 10% of structure	Sediment is blocking 30% of structure	Sediment is blocking 50% of structure	□ if sediment present, remove trash and unwanted organic debris □ muck out / vactor structure and dispose of waste properly

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Grates and debris screens on catch basins (CBs)	Accumulation of organic debris covers 10% of structure	Accumulation of organic debris covers 30% of structure	Accumulation of organic debris covers 50% of structure	□ if present, muck out / vactor catch basins and dispose of waste properly. Clear debris and vegetation growth around intakes.
□ Outlet structures— TYPE 2	Accumulation of organic debris covers 10% of structure	Accumulation of organic debris covers 30% of structure	Accumulation of organic debris covers 50% of structure	□ remove debris and dispose of waste properly

(Good Effort)	(Moderate Effort)	(Low Effort)	Recommended Maintenance Activities
Accumulation of organic debris covers 10% of structure	Accumulation of organic debris covers 30% of structure	Accumulation of organic debris covers 50% of structure	Remove debris and vegetation growth and dispose of waste properly
Sediment deposit of check dams or log weirs is about 10%	Sediment deposits of check dams or log weirs is about 30%	Sediment deposits of check dams or log weirs is about 50% or more	 add splash-pool (rocks) to reduce scouring of swale-bottom for undercutting or eroding remove sediment, debris, and trash if ponding upstream of checkdam
CORNEL TO A CORNEL	Accumulation of organic debris covers 10% of structure Sediment deposit of check dams or log	Accumulation of organic debris covers 10% of structure 30% of structure 30% of structure 30% of structure Sediment deposit of check dams or log Sediment deposits of check dams or log	Accumulation of organic debris covers 10% of structure Accumulation of organic debris covers 30% of structure Accumulation of organic debris covers 50% of structure Sediment deposit of check dams or log Sediment deposits of check dams or log Sediment deposits of check dams or log Sediment deposits of check dams or log

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Weir walls w/ flow control notch	Sediment deposit downstream of check dams or log weirs is about 10%	Sediment deposit downstream of check dams or log weirs is about 30%	Sediment deposit downstream of check dams or log weirs is about 50% or more	add rocks to splash-pool to prevent scouring reinforce weir wall (non-routine)if leakage occurs at structure edges
Rockery / boulders PHOTOS TO BE UPDATED (shown here with little vegetative cover, but rocks may become covered in plant growth in well- established projects)	10% of rocks or walls are unsecured	30% of rocks or walls are unsecured	50% of rocks or walls are unsecured	ensure large rocks and boulders are stable

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Manufactured block sidewalls	10% of rocks or walls are unsecured	30% of rocks or walls are unsecured	50% of rocks or walls are unsecured	ensure blocks and bricks are stable
Soil-wrap walls ("green walls")	Erosion or undercutting of 10% is walls visible around rockery, walls and weirs	Erosion or undercutting of 30% is visible around rockery, walls and weirs	Erosion or undercutting of 50% is walls visible around rockery, walls and weirs	□ repair as needed stabilize loose soil-bricks, notify vegetation crew if weeds present, water needed, or re-planting required

Table IV. Porous Pavement Manual

Level of Service	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Street	Infiltration rate of 20 +in/hr	Infiltration rate of 10 in/hr	Infiltration rate of 3 in/hr	based on peak flows for 100yr design storm 3 in/hr and excess capacity for localized failure
Sidewalk	Infiltration rate of 20 +in/hr	Infiltration rate of 10 in/hr	Infiltration rate of 1 in/hr	
				Test infiltration rates per SPU Materials Lab procedure.
	Pressure wash @2500 psi bi- annually	Pressure wash @ 2500 psi annually	Pressure wash @ 2500 psi annually	
				Pressure wash pavement with an industrial machine

Level of Service	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
	Remove 100% of Garbage	Remove 75% of Garbage	Remove 20% of Garbage	
				Remove all garbage and debris as required with wire brush, broom, or pressure washer. Dispose of debris and garbage off site.
	Remove 100% vegetation growth	Remove 75% vegetation growth	Remove 40% vegetation growth	
	(moss/creeping plants) adjacent to pavement	(moss/creeping plants) adjacent to pavement	(moss/creeping plants) adjacent to pavement	
				Vegetated, landscaped, eroded, or soiled areas need to be maintained to prevent growth on to porous pavement, debris clogging, and lateral transport of adjacent materials. Keep joints free of material mechanically, with a weed burner, or pressure washer.

Level of Service	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Infiltratio n Failure		b be reported to USM Green Stormwat d restoration. Contact: Drena Donofric	er Infrastructure O&M Asset Manager at 206-571-1566	
Misc.	Inspect pavement for spalling, cracking edges, pot holes, depressions, large cracks, skid resistance, and raveling concrete 2X per year.	Inspect pavement for spalling, cracking edges, pot holes, depressions, large cracks, skid resistance, and raveling concrete 1X per year.	Inspect pavement for spalling, cracking edges, pot holes, depressions, large cracks, skid resistance, and raveling concrete every other year.	SPU Materials lab (to quantify variability in field testing)
	Pavement condition survey every 2 years	Pavement condition survey every 3 years	Pavement condition survey every 7 years	SDOT - contact Ben Hansen or current manager
		Address all safety issue to SDOT		Contact 684-ROAD for repair.

Table V. Other Elements

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
OTHER ELEMENTS	 up to 10% blockage caused by organic matter, sediment, debris or trash irrigation system functions properly with no blockages or breaks in drip system ponding only to intended depth (varies by location) pond capacity is maintained no liner leakages reported 	 between 10-30% blockage caused by organic matter, sediment, debris or trash irrigation system functions properly with no blockages or breaks in drip system ponding only to intended depth (varies by location) some sediment may reduce pond capacity no liner leakages reported 	 more than 30% blockage caused by organic matter, sediment, debris or trash irrigation system has occasional blockages or breaks in drip lines ponding only to intended depth (varies by location) sediment buildup causes reduced pond capacity no leakages reported 	
□Curb cuts	Curb is up to 10% blocked	Curb is between 10-40% blocked	Curb is above 40% blocked	□ remove trash and organic debris and dispose properly

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Culverts	Culvert is up to 10% blocked	Culvert is between 10-40% blocked	Culvert is more than 40% blocked	remove trash and organic debris and dispose properly
□ Irrigation systems (for establishing vegetation)	holes in drip irrigation correspond with plant locations; nozzles have no breaks, leaks, or blocks	plants and drip holes mostly aligned minimal seeping of water when system is off; no breaks or blockages	system has breaks or leaks; vegetation is not being adequately watered; complaints of ponding	repair as needed (for establishing vegetation 0-3 years old)

Service Category	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)	Recommended Maintenance Activities
Porous/pervious	water infiltrates well, pavers are up to	water infiltrates well, pavers are	water does not infiltrate well, pavers	vactor debris, weed burn as required
pavers	10% clogged or minimal ponding is	between 10-40% clogged and minimal	are more than 40% clogged	
	observed	ponding is observed		

Table VI. Infiltration

Infiltration	Any evidence of a cell holding water for more than 24 hours needs to be reported to USM Green Stormwater Operations and
Failure	Maintenance Asset Manager for monitoring or retrofitting.
	Contact: Drena Donofrio at 206-571-1566
	Contact. Diena Donomo at 200-371-1300

Table VII. Safety, Spill Prevention and Response, and Pest Control

Service Category	Service Level A (Excellent Effort)	Service Level B (Good Effort)	Service Level C (Moderate Effort)	Service Level D (Low Effort)
SAFETY, MOBILITY, ACCESS	 Vegetation causes no visibility (line of sight) or driver safety issues Infrastructure is always accessible and has clear access path Vegetation around infrastructure is maintained at height to prevent damage during routine maintenance Fire hydrant access clearly visible and accessible Vegetation does not impede pedestrian access 	 Vegetation causes minimal visibility (line of sight) or driver safety issues Infrastructure is mostly accessible and has access path Most vegetation around infrastructure is maintained at height to prevent damage during routine maintenance Fire hydrant access clearly visible and accessible Vegetation does not impede pedestrian access 	 Vegetation causes visibility (line of sight) or driver safety issues Infrastructure is not accessible and has clear access path Vegetation around infrastructure is will be damaged during routine maintenance Fire hydrant access clearly visible and accessible Vegetation does not impede pedestrian access 	 Vegetation causes visibility (line of sight) or driver safety issues Infrastructure is not accessible and has clear access path Vegetation around infrastructure is will be damaged during routine maintenance Fire hydrant access clearly visible and accessible Vegetation does not impede pedestrian access
SPILL PREVENTION		res whenever handling or storing potential es and Insecticides are prohibited in GSI.	contaminants.	I

SPILL RESPONSE	Clean up spills as soon as possible to prevent contamination of stormwater.
PEST CONTROL	Insects: • Standing water remains in the basin for time periods suitable to insect development. • Identify the cause of the standing water and take appropriate actions to address the problem.
	Rodents: Rodent holes are present near the facility. Fill and compact soil around the holes.

Seattle Public Utilities

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