

The following three tables provide local maintenance requirements in addition to Volume V, Section 4.6 of the Surface Water Management Manual for stormwater facility maintenance requirements.

No. 23 – Maintenance Checklist For Fencing/Shrubbery Screen/Other Landscaping

Drainage System Feature	Defect	Conditions When Maintenance Is Needed	Results Expected When Maintenance Is Performed
General	Missing or broken parts/dead shrubbery	Any defect in the fence or screen that permits easy entry to a facility.	Fence is mended or shrubs replaced to form a solid barrier to entry.
	Erosion	Erosion has resulted in an opening under a fence that allows entry by people or pets.	Replace soil under fence so that no opening exceeds 4 inches in height.
	Unruly vegetation	Shrubbery is growing out of control or is infested with weeds. See also the Snohomish County noxious weeds list at www1.co.snohomish.wa.us/department/Public_works/divisions/road_maintenance/Noxious-weeds/weeds_list.htm .	Shrubbery is trimmed and weeded to provide appealing aesthetics. Do not use chemicals.
Fences	Damaged parts	Posts out of plumb more than 6 inches.	Posts plumb to within 1.5 inches of plumb.
		Top rails bent more than 6 inches.	Top rail free of bends greater than 1 inch.
		Any part of fence (including posts, top rails and fabric) more than 1 foot out of design alignment.	Fence is aligned and meets design standards.
		Missing or loose tension wire.	Tension wire in place and holding fabric.
		Missing or loose barbed wire that is sagging more than 2.5 inches between posts.	Barbed wire in place with less than three-fourths inch.
		Extension arm missing, broken, or bent out of shape more than 1.5 inches.	Extension arm in place with no bends larger than three-fourths inch.
	Deteriorated paint or protective coating	Part or parts that have a rusting or scaling condition that has affected structural adequacy.	Structurally adequate posts or parts with a uniform protective coating.
	Openings in fabric	Openings in fabric are such that an 8-inch diameter ball could fit through.	No openings in fabric.

No. 24 – Maintenance Checklist For Gates

Drainage System Feature	Defect	Conditions When Maintenance Is Needed	Results Expected When Maintenance Is Performed
Access gates	Damaged or missing components	Gate is broken, jammed or missing	Pond has a functioning gate to allow entry of people and maintenance equipment such as mowers and backhoe. If a lock is used, make sure the city field staff have a key.
		Broken or missing hinges such that gate cannot be easily opened and closed by one maintenance person.	Hinges intact and lubed. Gate is working freely.
		Missing stretcher bands and ties.	Stretcher bar, bands and ties in place.
	Misaligned gate	Gate is out of plumb more than 6 inches and more than 1 foot out of design alignment.	Gate is aligned and vertical.
Bollards	Damaged or missing bollard	Bollard is missing or is damaged to an extent where it cannot prevent vehicle access or creates a safety concern.	Bollard is in place and fully functional.
	Removable bollard cannot be removed	Removable bollard is stuck in place and cannot be removed by hand.	Bollard moves freely in its sleeve and can be moved by hand.
	Locking bollard not secured	Lockable bollard is missing lock or securing mechanism.	Bollard lock in place consistent with original design. City staff have a copy of the key.

No. 25 Access Roads And General Easements

Maintenance component	Defect	Conditions When Maintenance Is Needed	Results Expected When Maintenance Is Performed
Access road	Trash and debris	Trash and debris are readily visible within the easement.	Access road and easement are free of significant trash.
	Hazard debris	Access road contains debris or other materials which have the potential to damage maintenance equipment tires.	Access road is free of debris or materials which could damage tires.
	Overhanging obstructions	Vegetation or other materials overhang the access road restricting maintenance equipment access.	Access road overhead is clear to 14 feet high.
	Horizontal obstructions	Vegetation or other materials obstruct vehicular use of access road.	No obstructions present which reduce road width to less than the design width, or 12 feet, whichever is greater.
	Road surface	Maintenance vehicle access could be hampered by potholes or road surface failure.	Road surface smooth with no evidence of potholes, settlement, soft spots or ruts.
	Weeds in road	Weeds or vegetation is growing in the roadway.	Road surface is free of weeds greater than 6 inches high.
	Shoulder erosion	Access road shoulder is eroded.	Road shoulder is free of erosion and adequately stabilized.