

EXHIBIT A

{Include this EXHIBIT with this agreement document to be recorded. The text below that does not apply will need to be deleted along with this instruction text.}

{For properties that are not a part of a residential or commercial subdivision, provide the parcel number and a legal description for the property.}

Replace this text with the parcel #
Replace this text with the legal description

OR

{For properties that are a LOT in a commercial subdivision, provide the LOT and parcel number and refer to the newly recorded subdivision by the title it is recorded by in the Salt Lake County Recorder's Office.}

Replace this text with the parcel #
Replace this text with the LOT #
Replace this text with the plat title and the township and range as it is recorded on the plat

OR

{For properties that are a private residential subdivision, refer to the newly recorded subdivision by the title it is recorded by in the Salt Lake County Recorder's Office.}

All parcels of
Replace this text with the plat title and township and range as it is recorded on the plat.

EXHIBIT B

Long Term Stormwater Management Plan

for:

Insert Development Name

Address

City, State, Zip Code

PURPOSE AND RESPONSIBILITY

As required by the Clean Water Act and resultant local regulations, including Cottonwood Heights Municipal Separate Storm Sewer Systems (MS4) Permit, those who develop land are required to build and maintain systems to minimize contaminants in runoff and litter that pollute waters of the State.

This Long Term Stormwater Management Plan (LTSWMP) describes the systems, operations and the minimum standard operating procedures (SOPs) necessary to manage pollutants originating or generated on the property. Any other activities or site operations at this property, that contaminate water entering the City's stormwater system must be prohibited, unless SOPs are written to manage those activities or operations, and this plan is amended to include those SOPs.

Little and Big Cottonwood Creek do not have any TMDL limit established. The LTSWMP is aimed at addressing all other pollutants that can be generated by this property.

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SECTION 1: SITE DESCRIPTION AND USE

SECTION 2: SITE OPERATIONS

SECTION 3: TRAINING

SECTION 4: RECORDKEEPING

SECTION 5 APPENDICES

Instructions:

- Identify responsibility when multiple tenants are involved in one property. Identify how the operations of each tenant will be managed. Will the PCMP have separate SOPs for each tenant or will SOPs be written for the whole property.

SECTION 1: SITE DESCRIPTION AND USE

Replace this sentence with a brief description of the site and the use of the property.

The drawings describing the infrastructure are included in Appendix A.

The SOPs necessary to manage this site are filed in Appendix B.

The inspection and training logs are filed in Appendix C.

SECTION 2: SITE OPERATIONS

Instructions:

- List site operations necessary to control and contain pollutants on the property.
- Identify the pollutants typical with each site operation and site infrastructure.
- The list below is a guide only. Add and remove items as necessary that is applicable to your site.
- Special instruction language to operators, staff and sub contractors will need to be included in the SOPs to insure specific operations are always conducted indoors in controlled conditions. Reference operations required by other regulatory agencies or operations that warrant special direction to ensure those operations do not get exposed to the environment. Such as waste that must be contained, and collected indoors and transferred to hazardous wastes facilities. Typically this will be waste that is prohibited from the sites outside dumpster and operations that must be performed indoors. Include this instruction in paragraph form before or after the table.

--delete instruction box--

Maintenance and site operations exposed to MS4 Stormwater Systems	Sediment	Nutrients	Heavy Metals	pH (acids and bases)	Pesticides & Herbicides	Oil & Grease	Bacteria & Viruses	Trash, Debris, Solids	Other pollutant	Notes
Spill Control Operations										
Landscaping Maintenance Operations										
Waste Management Operations										
Stormwater Systems and Maintenance Operations										
Parking and other Paved Areas and Maintenance Operations										
Building Utility Systems and Maintenance Operations										
Inventory and Storage Operations										
Equipment Storage Operations										
Outdoor Activities(tent sales, fund raisers etc.)										

SECTION 3: TRAINING

Ensure that all employees and subcontractors know and understand the SOPs specifically written to manage the property. File all training records in Appendix C.

SECTION 4: RECORDKEEPING

Maintain records of operation activities in accordance with SOPs.
Mail a copy of the record to Cottonwood Heights Stormwater Division annually.

SECTION 5: APPENDICES

Instructions:

- Include all drawings, details, SOPs and other supporting information referenced in Sections 1. The information specified by the Appendix titles and any other specifics necessary to complete this Long Term Stormwater Management Plan.
- Ensure the Long Term Stormwater Management Plan is updated with any site plan as-built differences prior to releasing the project, and NOI.

Appendix A- Site Drawings and Details

Appendix B- SOPs

Appendix C- Recordkeeping Documents

APPENDIX A – SITE DRAWINGS AND DETAILS

[Insert Site Drawings and Details following this page]

APPENDIX B – SOPs

[Insert SOPs following this page]

Instruction for writing SOPs

The purpose of the SOPs is to give site managers, maintenance personnel and maintenance contractor's pertinent instruction necessary to maintain the property in an environmentally responsible manner.

The focus must be to prevent pollution from leaving the property over the surface, through the air and into the ground but operational procedures for safety, and regular grooming is also recommended to be included for practicality.

Operational procedures must never allow or contribute to waste materials from being potentially washed to stormwater systems by precipitation, non-stormwater water sources or other liquids.

Maintenance schedules must be set by the site designer or personnel in control of site operations. However, schedules, SOPs and site infrastructure must be allowed to be modified as a function actual site inspections or other site experience. Be careful not to contradict product recommendations from manufacturers, unless warranted by the unique application determined by the designer.

To correlate with the organization of this template, the SOP must include the following components.

1. A description of the site infrastructure or operation necessitating the SOP.
2. Provide instruction for the prevention, or containment and removal of the pollutant.
3. Provide instruction that directs the property owner to ensure maintenance staff and subcontractors control or dispose the waste at licensed facilities or location consistent with MS4 regulations.
4. Provide instruction that directs the property owner to document inspections and establish maintenance frequency as a function of the inspection observation.

The following are SOP templates for typical site infrastructure and operations. However, the designer must ensure all the site unique infrastructure limitations and site operations are adequately controlled which may require modification to the SOP template.

SOP Template

General:

This SOP is not expected to cover all necessary procedure actions. Operators are allowed to adapt SOPs to unique site conditions in good judgment when it is necessary for safety, and the proper, and effective containment of pollutants. However, any changes of routine operations must be amended in this SOP.

Site Infrastructure:

Replace this text with a description of the site infrastructure including any LIDs or structural devices. Describe the infrastructures limitations or advantages for controlling or containing the site operations, events or site conditions.

Standard Operation Procedure:

Replace this text with the Standard Operation Procedure to the workforce, including but not limited to: staff, service contractors, subcontractors

APPENDIX C – PLAN RECORDKEEPING DOCUMENTS

[Insert PLAN Recordkeeping forms following this page]

PLAN INSPECTION, MAINTENANCE AND CORRECTION REPORT

****REMOVE THIS INSTRUCTION TEXT, TYPICAL THROUGH OUT THIS DOCUMENT** (THIS REPORT MUST HAVE A METHOD OF IDENTIFYING PROBLEMS AND SHOW THE MAINTENANCE RECORDS FOR EACH OPERATION OR SYSTEM THAT HAS A POTENTIAL TO POLLUTE THE ENVIRONMENT. YOU MAY USE THIS TEMPLATE OR USE ONE OF YOUR OWN BUT IT MUST INCORPORATE THE ABOVE MINIMUM REQUIREMENTS. SUBMIT THIS REPORT TO THE CITY ANNUALLY.)**

THE MS4 AND EPA EXPECTS IS THAT PROPERTY OWNERS EFFECTIVELY CONTAIN POLLUTANTS AND TO FIX PROBLEMS WHEN THEY ARE DISCOVERED.

Inspection Frequency	Operation/Program	Action Type (Inspection / Maintenance)	Date (Inspection / Maintenance Performed)	Report: (inspection and corrections results)
<i>See key below</i>	{list site infrastructure and programs requiring regular inspection identified in Section 3 of your PLAN }	{Inspection / Maintenance}		{Description of conditions found; Include report of maintenance or corrections}
<i>See key below</i>	{{list site infrastructure and programs requiring regular inspection identified in Section 3 of your PLAN }	{Inspection / Maintenance}		{Description of conditions found; Include report of maintenance or corrections}
<i>See key below</i>	{Repeat for all infrastructure and programs identified in Section 3}	{Inspection / Maintenance}		
	{Document here any other environmental concern then amend SMP if necessary}			
	<i>*example*</i>			
M	<i>Parking Pavement</i>	<i>Inspection</i>	<i>2014-10-21</i>	<i>Pavement is covered with autumn leaves and dirt collecting in corners. Scheduled sweeper contractor this week.</i>
	<i>Parking Pavement</i>	<i>Maintenance</i>	<i>2014-10-28</i>	<i>Sweeper contractor picked up leaves Wednesday but did not sweep corners. Require redo this week.</i>
Q	<i>Dumpster</i>	<i>Inspection</i>	<i>2014-10-21</i>	<i>NW corner is leaking. Schedule repair. Also staff not closing lid.</i>
	<i>Dumpster</i>	<i>Maintenance</i>	<i>2014-11-10</i>	<i>Reminded staff to keep lid closed at staff meeting. Waste Management welded dumpster</i>
	<i>Car washing fund raiser</i>	<i>Observation</i>	<i>2014-10-25</i>	<i>We like to sponsor a car washing fund raisers for good will and it brings in customers. We were concerned with the soap entering the storm drain. We discovered we could park vehicles on our rock xeriscape which drains towards our lawn. This SOP will be added to our PLAN and updated with the SMP at the City.</i>

Key: A=annually, W=Weekly, M=Monthly, Q=Quarterly, S=following appreciable storm event, X=add frequency unique to your property infrastructure

X Year Annual Conclusion: xxxx

Are the PCMP programs working? Are any site infrastructure or operation procedure changes necessary.

*** REMOVE THIS INSTRUCTION TEXT, TYPICAL THROUGH OUT THIS DOCUMENT ** (THE EMPLOYEES OR CONTRACTORS WHO ARE INVOLVED IN OPERATIONS THAT CAN AFFECT THE QUALITY OF RUNOFF FROM THIS PROPERTY MUST KNOW AND UNDERSTAND THE SOPS REQUIRED FOR THIS PROPERTY. YOU MAY ALSO USE YOUR OWN FORM.)*

Annual SOP Training

SOP #	SOP	Trainer	Employees Trained / Service Contractors Informed of SOP	Date