

# STONEFIELD

## STORMWATER OPERATIONS & MAINTENANCE MANUAL

ENCLAVE AT MILLINGTON  
BLOCK 12301, LOT 1 & BLOCK 10100, LOT 7.01  
DIVISION AVENUE & STONEHOUSE ROAD  
MILLINGTON, TOWNSHIP OF LONG HILL  
MORRIS COUNTY, NEW JERSEY

PREPARED FOR:

**PRISM MILLINGTON, LLC**

PREPARED BY:

**STONEFIELD ENGINEERING & DESIGN, LLC**  
OCTOBER 25, 2019  
T-17298



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**CHUCK D. OLIVO, PE, PP, PTOE**  
NEW JERSEY PROFESSIONAL ENGINEER LICENSE #46719

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## **1.0 PROJECT DESCRIPTION**

Prism Capital Partners is proposing the construction of a mixed-use multi-family and commercial development. The subject property is designated Block 12301, Lot 1 & Block 10100, Lot 7.01, commonly known as 50 Division Avenue. The subject property is located within the Millington, Township of Long Hill, MU-O Zone and is bounded by an NJ Transit Railroad to the north, Division Avenue to the east, Stone House Road to the south, and the Passaic River to the west.

The total project area is 518,332 SF (11.90 acres), the impervious surfaces has been reduced by 101,070 SF (2.32 acres), and the total area of disturbance is 339,160 SF (7.79 acres). Project Figures can be found in Appendix A of this Report.

This Stormwater Operations & Maintenance Manual has been prepared to analyze the potential stormwater runoff impacts of the proposed project and discuss the measures proposed to conform to the stormwater management requirements set forth by the Community of Millington within the Township of Longhill, Morris County Soil Conservation District, and the New Jersey Department of Environmental Protection (NJDEP).

## **2.0 PROPOSED DEVELOPMENT**

Under the proposed development plan, the project area will include a mixed-use family and commercial development. The proposed development includes the construction of fourteen 10-unit multi-family residences, an 1,800 SF community building, a 4,992 SF retail building, and supporting improvements inclusive of parking facilities, landscaping, utilities, site lighting, and stormwater management measures. The eastern portion of the site that is within the limit of disturbance is being collected via the proposed conveyance system on site and either being sent directly to the Passaic River or to the Municipal conveyance system via catch basins and 15" HDPE pipes.

## **3.0 STORMWATER MANAGEMENT OPERATIONAL PROCEDURES**

Operation and maintenance of the permanent stormwater control BMPs shall be the responsibility of the operator of the project site at the time that the applicable maintenance is required. The current owner and responsible agent of the project is:

Prism Millington, LLC  
200 Broadacres Drive, Suite 180  
Bloomfield, NJ 07003  
Phone: (201)-510-2032

A copy of this report and shall be kept on-site at all times both during and after construction. Upon reviewing agency approval, the title and date of the maintenance plan as well as the contact information of the current agent responsible for maintaining the stormwater management measures for the project shall be recorded on the deed of the property on which the measures are located. Any future change in this information such as change in property ownership shall also be recorded on the deed.

The current responsible agent shall evaluate the maintenance plan for effectiveness at least annually and revise the plan as necessary. A detailed, written log of all preventative and corrective maintenance performed for each stormwater management measure must be kept, including a record of all inspections and copies of maintenance-related work orders. Upon request from a public entity with jurisdiction over the project area the responsible agent shall make available the maintenance plan and associate logs and other records for review.

### **3.1 MAINTENANCE EQUIPMENT AND PERSONNEL**

The current responsible agent shall ensure that adequate equipment and training is provided to maintenance personnel to perform the required maintenance tasks. Confined Space Entry Certification shall be required by personnel entering underground structures and pipes. The material and equipment necessary for inspection and maintenance activities shall include, but not be limited to, the following:

- ◆ *Landscape Areas:* Material and equipment customary in landscape maintenance practices.
- ◆ *Street Sweeping:* Litter vacuum or leaf/litter blower to collect sediment from asphalt surface, brooms, and disposal bags.

The estimated cost of routine, scheduled maintenance activities is estimated to be approximately \$6,500.00 per year. Approximate breakdown of yearly routine maintenance costs are noted below (excludes structural repairs):

#### **MAINTENANCE COST BREAKDOWN**

Landscape Areas	\$3,000.00 per year
Sediment Debris and Trash Removal	\$2,000.00 per year
Street Sweeping	\$1,500.00 per year

## **4.0 STORMWATER BMP INVENTORY**

The stormwater management measures incorporated into this development are listed below. The corresponding Field Manuals for the stormwater management measures are located in the Appendix of the Maintenance Plan.

### **4.1 GENERAL MAINTENANCE**

The following general maintenance tasks shall be performed:

1. All stormwater inlets and manholes shall be inspected for debris and sediment accumulation and structural integrity at least four (4) times annually. Debris and sediment removal shall be scheduled as required to maintain stormwater runoff conveyance efficiency and disposed of in compliance with all applicable local, state, and federal waste regulations.
2. Street sweeping shall occur at least once (1) monthly in all parking lot areas onsite. Regenerative air equipment shall be used.
3. Trash receptacles onsite shall be emptied, and their liners replaced at a minimum of three (3) times per week.
4. Landscaping within the developed portions of the site shall be trimmed/mowed twice (2) monthly during the growing season. Reforested portions of the site shall be left undisturbed to vegetate naturally.

## **5.0 STORMWATER BMP PREVENTATIVE MAINTENANCE ACTIONS**

As per N.J.A.C. 7:8-5.8(b) & (e), preventative and corrective maintenance shall be performed to maintain the function of the stormwater management measure, including, but not limited to, repairs or replacement to the structure; removal of sediment, debris, or trash; restoration of eroded areas; snow and ice removal; fence repair or replacement; restoration of vegetation; and repair or replacement of non-vegetated linings

As per NJDEP BMP Manual Ch. 8 Feb. 2004), maintenance plans should include specific preventative and corrective maintenance tasks such as removal of sediment, trash, and debris; mowing, pruning, and restoration of vegetation; restoration of eroded areas; elimination of mosquito breeding habitats; control of aquatic vegetation; and repair or replacement of damaged or deteriorated components.

## **5.1 GENERAL MAINTENANCE**

A periodic inspection by the Township will be performed. The following general maintenance tasks shall be performed.

### **5.1.1 MONTHLY**

- a. Street sweeping shall occur at least once (1) monthly in all parking lot areas onsite. Regenerative air equipment shall be used.
- b. Trash receptacles onsite shall be emptied, and their liners replaced at a minimum of three (3) times per week.
- c. Landscaping within the developed portions of the site shall be trimmed/mowed twice (2) monthly during the growing season. Reforested portions of the site shall be left undisturbed to vegetate naturally.

### **5.1.2 QUARTERLY**

- a. All stormwater inlets and manholes shall be inspected for debris and sediment accumulation and structural integrity at least four (4) times annually. Debris and sediment removal shall be scheduled as required to maintain stormwater runoff conveyance efficiency and disposed of in compliance with all applicable local, state, and federal waste regulations.

### **5.1.3 ANNUALLY**

- a. A submission to the Township from the owner of the end-of-year maintenance records will be required.

## **6.0 INSPECTION AND LOGS OF ALL PREVENTATIVE AND CORRECTIVE MEASURES**

As per N.J.A.C. 7:8-5.8(f), the person responsible for maintenance shall maintain a detailed log of all preventative and corrective maintenance for the structural stormwater management measures incorporated into the design of the development, including a record of all inspections and copies of all maintenance-related work orders.

As per NJDEP BMP Manual Ch. 8 (Feb, 2004), a maintenance plan shall include a schedule of regular inspections and tasks, and detailed logs of all preventative and corrective maintenance performed on the stormwater management measure, including all maintenance-related work orders. The person with maintenance responsibility must retain and, upon request, make available the maintenance plan and associated logs and other records for review by a public entity with administrative, health, environmental, or safety authority over the site. Inspection Checklists in the Field Manual for the stormwater management measures on this site include:

- ◆ Appendix B-1: General Inspection Checklist Log
- ◆ Appendix B-2: General Preventative Maintenance Log
- ◆ Appendix B-3: General Corrective Maintenance Log
- ◆ Appendix B-4: Annual Evaluation Records

All inspection and maintenance activities shall be recorded to document frequency of inspection and maintenance, and implementation of corrective action. All regularly scheduled inspections, inspections following one (1) inch of precipitation, maintenance activities, and repairs shall be recorded. Refer to the Appendix of this Manual for the BMP Inspection & Maintenance Log for this facility. This log shall be considered a minimum standard for recording purposes, the Operator and Inspection/Maintenance Personnel are encouraged to supplement the Log with additional notes and photos.

## **7.0 ANNUAL EVALUATION OF THE EFFECTIVENESS OF THE PLAN**

As per N.J.A.C. 7:8-5.8(g), the person responsible for maintenance shall evaluate the effectiveness of the maintenance plan at least once per year and adjust the plan and the deed as needed.

The responsible party should evaluate the effectiveness of the maintenance plan by comparing the maintenance plan with the actual performance of the maintenance. The items to evaluate may include, but not limited to,

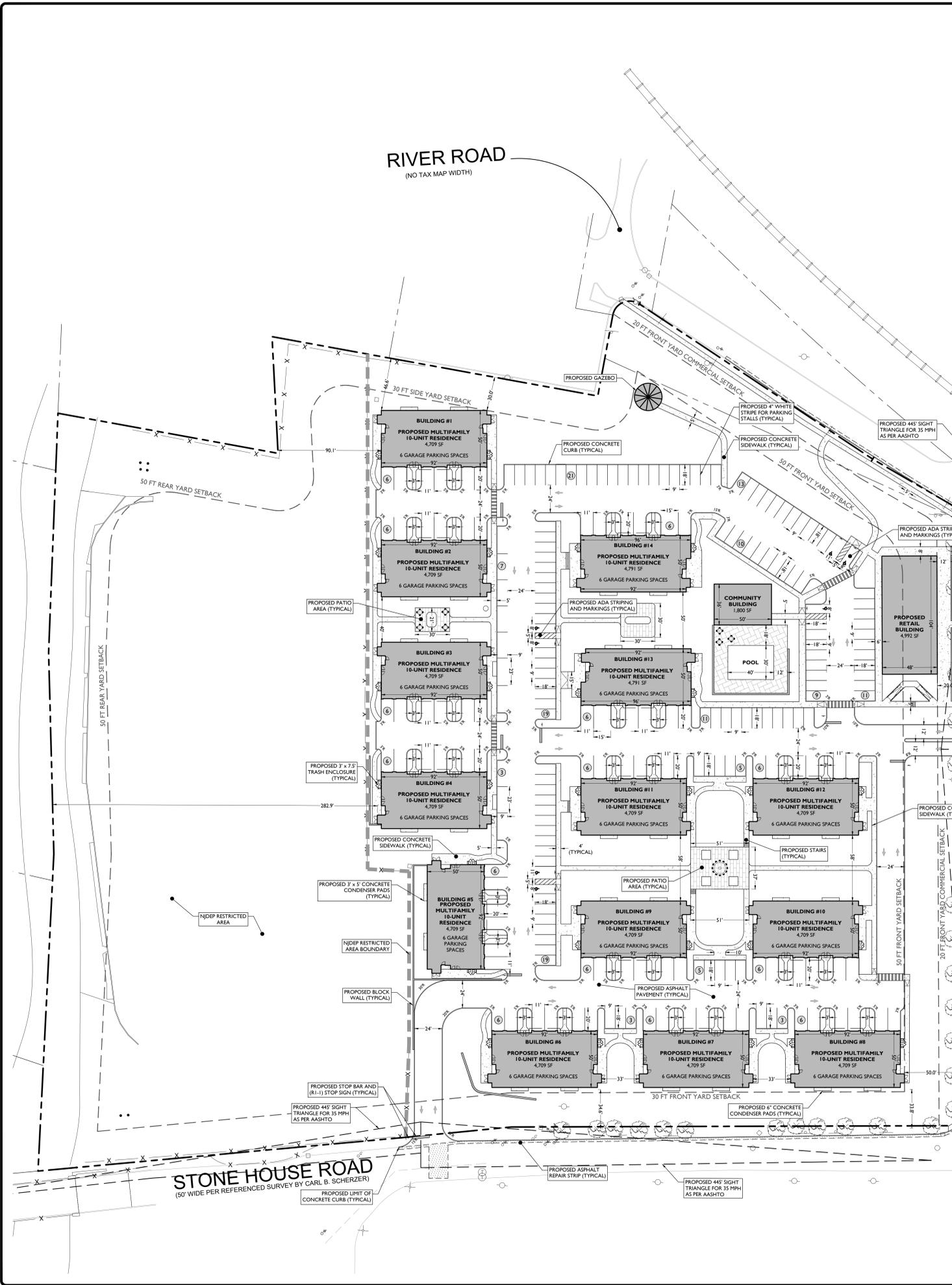
- Whether the inspections have been performed as scheduled;
- Whether the preventive maintenance has been performed as scheduled;
- Whether the frequency of preventative maintenance needs to increase or decrease;
- Whether the planned resources were enough to perform the maintenance;
- Whether the repairs were completed on time;
- Whether the actual cost was consistent with the estimated cost;
- Whether the inspection, maintenance, and repair records have been kept.

If actual performance of those items has been deviated from the maintenance plan, the responsible party should find the causes and implement solutions in a revised maintenance plan.

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**APPENDIX A:**  
***PROJECT PLANS***  
***(NOT TO SCALE)***

**APPENDIX A-I:**  
***SITE PLAN***



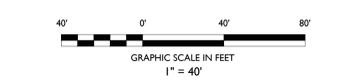
LAND USE AND ZONING			
BLOCK 12301, LOT 1 & BLOCK 10100, LOT 7.01			
PROPOSED REDEVELOPMENT (MU-O ZONE)			
<b>PROPOSED USE</b>	MULTI-FAMILY RESIDENTIAL	PERMITTED USE	PERMITTED USE
<b>ZONING PARAMETERS</b>	RETAIL	PERMITTED USE	PROPOSED
MAXIMUM COMMERCIAL SPACE	10,000 SF	N/A	4,992 SF
MINIMUM LOT AREA	11 ACRES (495,786.26 SF)	11.90 ACRES (518,322 SF)	11.90 ACRES (518,322 SF)
MAXIMUM APARTMENT DENSITY	142.8 APARTMENTS (12 APARTMENTS / ACRE)	N/A	140 APARTMENTS (11.8 APARTMENTS / ACRE)
MINIMUM REQUIRED AFFORDABLE HOUSING UNITS	15%	N/A	15% (21 UNITS)
MINIMUM LOT WIDTH	500 FT	532.98 FT	532.98 FT
MAXIMUM BUILDING HEIGHT (FACING DIVISION AVE OR NJ TRANSIT)	2.5 STORIES / 35 FT	1 STORY / 20 FT	1 STORY / < 20 FT
MAXIMUM BUILDING HEIGHT (FACING STONE HOUSE RD AND IN INTERIOR OF PROPERTY)	3 STORIES / 45 FT	3 STORIES / 45 FT	3 STORIES / < 45 FT
MINIMUM FRONT YARD SETBACK (FACING DIVISION AVENUE)	50 FT	20.9 FT	50.0 FT
MINIMUM FRONT YARD SETBACK (COMMERCIAL BUILDINGS FACING DIVISION AVENUE)	20 FT	20.9 FT	20.0 FT
MINIMUM FRONT YARD SETBACK (FACING STONE HOUSE ROAD)	30 FT	9.3 FT (EN)	33.8 FT
MINIMUM SIDE YARD SETBACK	30 FT	49.2 FT	30.0 FT
MINIMUM REAR YARD SETBACK	50 FT	241.1 FT	90.1 FT
MAXIMUM BUILDING COVERAGE	20.0% (103,664.4 SF)	29.7% (154,190 SF) (EN)	14.1% (72,882 SF)
MAXIMUM LOT COVERAGE	40.0% (207,323.2 SF)	59.3% (307,609 SF) (EN)	39.8% (206,525 SF)
MAXIMUM FLOOR AREA RATIO	0.50 (259,161 SF)	0.47 (244,490 SF)	0.39 (203,194 SF)
MINIMUM BUFFER FROM NEIGHBORING PROPERTIES & STREETS	10 FT	49.2 FT	20.0 FT

OFF-STREET PARKING REQUIREMENTS		
CODE SECTION	REQUIRED	PROPOSED
§ 151.1 c	RETAIL PARKING 4,992 SF ÷ (1 SPACE / 200 SF) = 25 SPACES	25 SPACES
RSIS - § 5.21 TABLE 4.4	RESIDENTIAL PARKING (GARDEN APARTMENTS): 12x - TWO BR UNIT x (2.0 SPACES / UNIT) = 242 SPACES 14 - THREE BR UNIT x (2.1 SPACES / UNIT) = 29 SPACES TOTAL = 281 SPACES	84 DRIVEWAY SPACES* 84 GARAGE SPACES* 114 GUEST SPACES
RSIS - § 5.21 TABLE 4.4 b	TOTAL REQUIRED PARKING: 306 SPACES	307 SPACES**
ADA REQUIREMENTS	REQUIREMENTS FOR ATTACHED UNITS INCLUDE PROVISIONS FOR GUEST PARKING (0.5 SPACES PER DWELLING UNIT). GUEST PARKING MUST EITHER BE PROVIDED FOR ON STREET OR IN COMMON PARKING AREAS. 140 UNITS x (0.5 SPACES / UNIT) = 70 GUEST PARKING SPACES	114 SPACES**
§ 151.2 a	REQUIRED ADA PARKING SPACES: 2% OF TOTAL PARKING PROVIDED 306 SPACES x 0.02 = 6.12 = 7 SPACES	10 ADA PARKING SPACES (INCLUDES OF 2 VAN ACCESSIBLE AND 2 SPACES WITHIN GARAGES)
§ 151.2 b	PARKING AREA DESIGN: INGRESS AND EGRESS DRIVE WIDTH TWO-WAY = 24 FT	24.0 FT
§ 151.1 b	PARKING AREA DESIGN: DRIVE AISLE WIDTH 90 DEGREE PARKING = 24 FT	24.0 FT
§ 151.3 a	OFF STREET PARKING SPACE DIMENSIONS WIDTH = 9 FT LENGTH = 18 FT	WIDTH = 9.0 FT LENGTH = 18.0 FT
§ 151.3 a	REQUIRED LOADING BERTHS: RETAIL USE - 0 SF TO 5,000 SF: 0 LOADING BERTH	0 LOADING BERTHS

(\*) PER NJAC 5:21-4.14 (4) (2), ONE-CAR GARAGE AND DRIVEWAY COMBINATION SHALL COUNT AS 2.0 OFF-STREET PARKING SPACES PROVIDED DRIVEWAY MEASURES A MINIMUM 18FT IN LENGTH.  
 (\*\*\*) ALL SPACES NOT LOCATED WITHIN GARAGES AND DRIVEWAYS ARE CONSIDERED GUEST PARKING

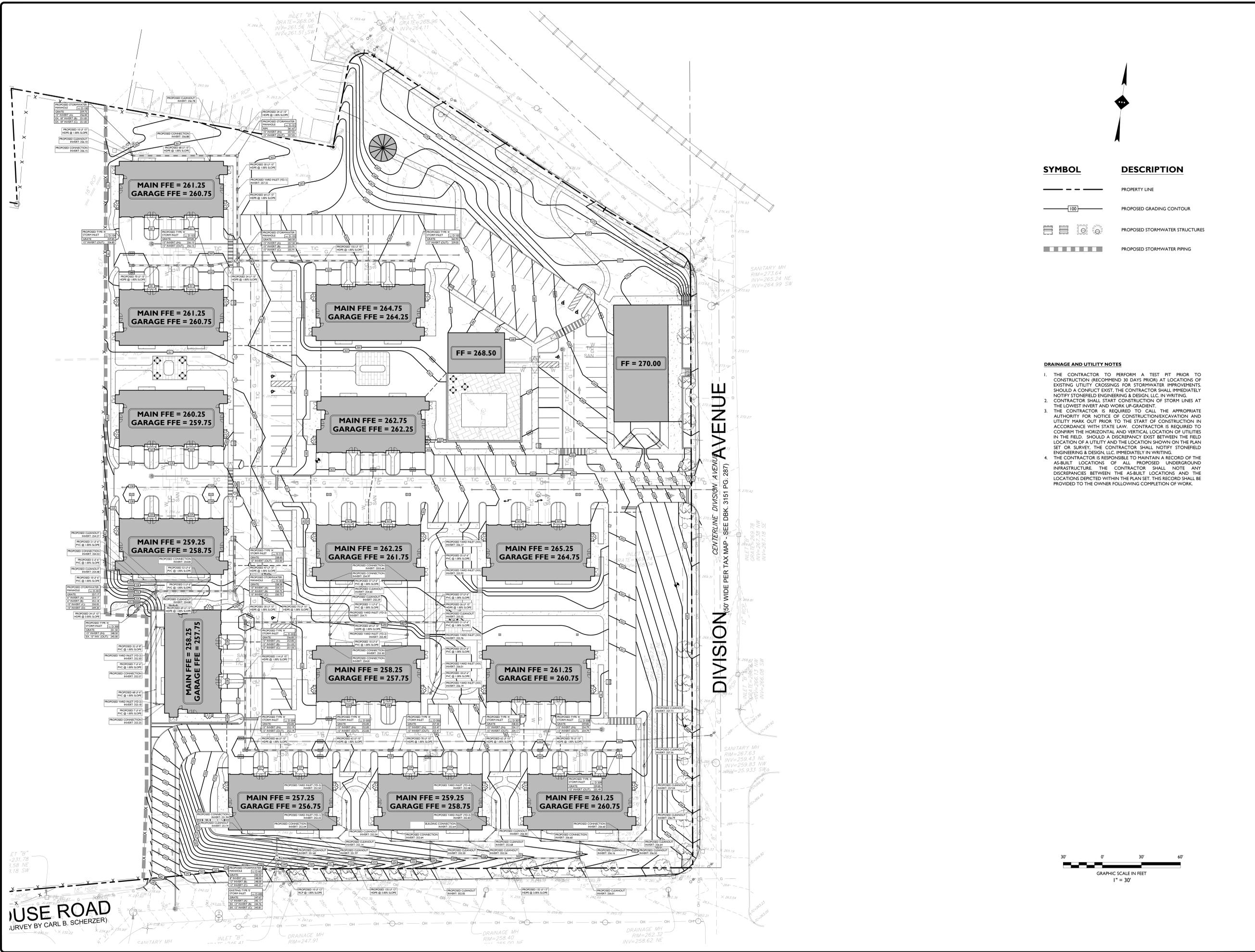
SYMBOL	DESCRIPTION
---	PROPERTY LINE
---	SETBACK LINE
---	SAWCUT LINE
---	PROPOSED CURB
---	PROPOSED DEPRESSED CURB
---	PROPOSED FLUSH CURB
---	PROPOSED SIGNS / BOLLARDS
---	PROPOSED BUILDING
---	PROPOSED CONCRETE
---	PROPOSED BUILDING DOORS
---	PROPOSED RETAINING WALL

- GENERAL NOTES**
- THE CONTRACTOR SHALL VERIFY AND FAMILIARIZE THEMSELVES WITH THE EXISTING SITE CONDITIONS AND THE PROPOSED SCOPE OF WORK (INCLUDING DIMENSIONS, LAYOUT, ETC.) PRIOR TO INITIATING THE IMPROVEMENTS IDENTIFIED WITHIN THESE DOCUMENTS. SHOULD ANY DISCREPANCY BE FOUND BETWEEN THE EXISTING SITE CONDITIONS AND THE PROPOSED WORK, THE CONTRACTOR SHALL NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC PRIOR TO THE START OF CONSTRUCTION.
  - THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND ENSURE THAT ALL REQUIRED APPROVALS HAVE BEEN OBTAINED PRIOR TO THE START OF CONSTRUCTION. COPIES OF ALL REQUIRED PERMITS AND APPROVALS SHALL BE KEPT ON SITE AT ALL TIMES DURING CONSTRUCTION.
  - ALL CONTRACTORS WILL, TO THE FULLEST EXTENT PERMITTED BY LAW, INDEMNIFY AND HOLD HARMLESS STONEFIELD ENGINEERING & DESIGN, LLC AND ITS SUB-CONSULTANTS FROM AND AGAINST ANY DAMAGES AND LIABILITIES INCLUDING ATTORNEY'S FEES ARISING OUT OF CLAIMS BY EMPLOYEES OF THE CONTRACTOR IN ADDITION TO CLAIMS CONNECTED TO THE PROJECT AS A RESULT OF NOT CARRYING THE PROPER INSURANCE FOR WORKERS COMPENSATION, LIABILITY INSURANCE, AND LIMITS OF COMMERCIAL GENERAL LIABILITY INSURANCE.
  - THE CONTRACTOR SHALL NOT DEVIATE FROM THE PROPOSED IMPROVEMENTS IDENTIFIED WITHIN THIS PLAN SET UNLESS APPROVAL IS PROVIDED IN WRITING BY STONEFIELD ENGINEERING & DESIGN, LLC.
  - THE CONTRACTOR IS RESPONSIBLE TO DETERMINE THE MEANS AND METHODS OF CONSTRUCTION.
  - THE CONTRACTOR SHALL NOT PERFORM ANY WORK OR CAUSE DISTURBANCE ON A PRIVATE PROPERTY NOT CONTROLLED BY THE PERSON OR ENTITY WHO HAS AUTHORIZED THE WORK WITHOUT PRIOR WRITTEN CONSENT FROM THE OWNER OF THE PRIVATE PROPERTY.
  - THE CONTRACTOR IS RESPONSIBLE TO RESTORE ANY DAMAGED OR UNDERMINED STRUCTURE OR SITE FEATURE THAT IS IDENTIFIED TO REMAIN ON THE PLAN SET. ALL REPAIRS SHALL USE NEW MATERIALS TO RESTORE THE FEATURE TO ITS EXISTING CONDITION AT THE CONTRACTOR'S EXPENSE.
  - CONTRACTOR IS RESPONSIBLE TO PROVIDE THE APPROPRIATE SHOP DRAWINGS, PRODUCT DATA, AND OTHER REQUIRED SUBMITTALS FOR REVIEW. STONEFIELD ENGINEERING & DESIGN, LLC WILL REVIEW THE SUBMITTALS IN ACCORDANCE WITH THE DESIGN INTENT AS REFLECTED WITHIN THE PLAN SET.
  - THE CONTRACTOR IS RESPONSIBLE FOR TRAFFIC CONTROL IN ACCORDANCE WITH MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES LATEST EDITION.
  - THE CONTRACTOR IS REQUIRED TO PERFORM ALL WORK IN THE PUBLIC RIGHT-OF-WAY IN ACCORDANCE WITH THE APPROPRIATE GOVERNING AUTHORITY AND SHALL BE RESPONSIBLE FOR THE PROCUREMENT OF STREET OPENING PERMITS.
  - THE CONTRACTOR IS REQUIRED TO RETAIN AN OSHA CERTIFIED SAFETY INSPECTOR TO BE PRESENT ON SITE AT ALL TIMES DURING CONSTRUCTION & DEMOLITION ACTIVITIES.
  - SHOULD AN EMPLOYEE OF STONEFIELD ENGINEERING & DESIGN, LLC, BE PRESENT ON SITE AT ANY TIME DURING CONSTRUCTION, IT DOES NOT RELIEVE THE CONTRACTOR OF ANY OF THE RESPONSIBILITIES AND REQUIREMENTS LISTED IN THE NOTES WITHIN THIS PLAN SET.



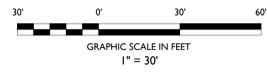
FOR MUNICIPAL SUBMISSION		DATE	BY
01	10/25/2019		
<b>NOT APPROVED FOR CONSTRUCTION</b>			
<b>STONEFIELD</b> engineering & design		Rutherford, NJ • New York, NY Princeton, NJ • Tampa, FL • Detroit, MI www.stonefielddesign.com	
<b>ENCLAVE AT MILLINGTON</b>		HEADQUARTERS: 92 Park Avenue, Rutherford, NJ 07070 Phone: 201.340.4468 • Fax: 201.340.4472	
<b>PRELIMINARY &amp; FINAL MAJOR SITE PLAN</b>		BLOCK 12301, LOT 1 & BLOCK 10100, LOT 7.01 TOWNSHIP OF LONG HILL MORRIS COUNTY, NEW JERSEY	
<b>ENCLAVE AT MILLINGTON</b>		CHARLES D. OLIVO, P.E. NEW JERSEY LIC#SE No. 46719 LICENSED PROFESSIONAL ENGINEER	
<b>STONEFIELD</b> engineering & design		SCALE: 1" = 30' PROJECT ID: T-17298 TITLE: <b>SITE PLAN</b> DRAWING: <b>C-4</b>	

# **APPENDIX A-2: *DRAINAGE PLAN***



SYMBOL	DESCRIPTION
	PROPERTY LINE
	PROPOSED GRADING CONTOUR
	PROPOSED STORMWATER STRUCTURES
	PROPOSED STORMWATER PIPING

- DRAINAGE AND UTILITY NOTES**
1. THE CONTRACTOR TO PERFORM A TEST PIT PRIOR TO CONSTRUCTION (RECOMMEND 30 DAYS PRIOR) AT LOCATIONS OF EXISTING UTILITY CROSSINGS FOR STORMWATER IMPROVEMENTS SHOULD A CONFLICT EXIST. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC. IN WRITING.
  2. CONTRACTOR SHALL START CONSTRUCTION OF STORM LINES AT THE LOWEST INVERT AND WORK UP GRADIENT.
  3. THE CONTRACTOR IS REQUIRED TO CALL THE APPROPRIATE AUTHORITY FOR NOTICE OF CONSTRUCTION/EXCAVATION AND UTILITY MARK OUT PRIOR TO THE START OF CONSTRUCTION IN ACCORDANCE WITH STATE LAW. CONTRACTOR IS REQUIRED TO CONFIRM THE HORIZONTAL AND VERTICAL LOCATION OF UTILITIES IN THE FIELD. SHOULD A DISCREPANCY EXIST BETWEEN THE FIELD LOCATION OF A UTILITY AND THE LOCATION SHOWN ON THE PLAN SET OR SURVEY, THE CONTRACTOR SHALL NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC IMMEDIATELY IN WRITING.
  4. THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN A RECORD OF THE AS-BUILT LOCATIONS OF ALL PROPOSED UNDERGROUND INFRASTRUCTURE. THE CONTRACTOR SHALL NOTE ANY DISCREPANCIES BETWEEN THE AS-BUILT LOCATIONS AND THE LOCATIONS DEPICTED WITHIN THE PLAN SET. THIS RECORD SHALL BE PROVIDED TO THE OWNER FOLLOWING COMPLETION OF WORK.



**JUSE ROAD**  
(SURVEY BY CARL B. SCHERZER)

**DIVISION AVENUE**  
50' WIDE PER TAX MAP - (SEE DBK. 3151 PG. 287)

NO.	DATE	BY	DESCRIPTION
01	10/25/2019		ISSUE FOR MUNICIPAL SUBMISSION

NOT APPROVED FOR CONSTRUCTION

**STONEFIELD**  
engineering & design

Rutherford, NJ • New York, NY  
Princeton, NJ • Tampa, FL • Detroit, MI  
www.stonefielddesign.com

Headquarters: 92 Park Avenue, Rutherford, NJ 07070  
Phone: 201.340.4468 • Fax: 201.340.4472

**PRELIMINARY & FINAL MAJOR SITE PLAN**

**ENCLAVE AT MILLINGTON**  
PROPOSED MIXED-USE MULTI-FAMILY AND COMMERCIAL DEVELOPMENT

BLK 624, LOTS 1, 2 & BLOCK 10100, LOT 7.01  
DIVISION AVENUE  
TOWNSHIP OF LONG HILL  
MORRIS COUNTY, NEW JERSEY

CHARLES D. OLIVO, P.E.  
NEW JERSEY LICENSE No. 46719  
LICENSED PROFESSIONAL ENGINEER

**STONEFIELD**  
engineering & design

SCALE: 1" = 30' PROJECT ID: T-17298

TITLE:  
**DRAINAGE PLAN**

DRAWING:  
**C-6**

**APPENDIX A-3:**  
***LANDSCAPING PLAN***



# **APPENDIX B:** ***INSPECTION CHECKLISTS***

**APPENDIX B-I:  
GENERAL INSPECTION  
CHECKLIST LOG**

## INSPECTION CHECKLIST LOG

1. The responsible party shall report issues to the local authority and mosquito commission as required by local ordinances and regulatory authorities.
2. The maintenance crew should fill out the checklist in the field manual when performing each inspection/maintenance task.
3. After the maintenance task is performed, the checklist should be filed in the Maintenance Plan and recorded in the log below.

<i>Cycle of Inspection</i>	<i>Stormwater Management Measure No.</i>	<i>Checklist No.</i>	<i>Date(s) of Inspection</i>
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4 <sup>th</sup> Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			

<b>Cycle of Inspection</b>	<b>Stormwater Management Measure No.</b>	<b>Checklist No.</b>	<b>Date(s) of Inspection</b>
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4 <sup>th</sup> Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			

**APPENDIX B-2:  
GENERAL PREVENTATIVE  
MAINTENANCE LOG**

**PREVENTATIVE MAINTENANCE LOG**

MAINTENANCE SCHEDULE	STORMWATER MANAGEMENT MEASURE NO.	PREVENTATIVE MAINTENANCE RECORD NO.	DATE(S) OF MAINTENANCE
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Maintenance work; e.g., after 1" rain)			
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			

**APPENDIX B-3:  
GENERAL CORRECTIVE  
MAINTENANCE LOG**

## CORRECTIVE MAINTENANCE LOG

<b>Maintenance Schedule</b>	<b>Stormwater Management Measure No.</b>	<b>Corrective Maintenance Record No.</b>	<b>Date(s) of Maintenance</b>
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Maintenance work; e.g., after 1" rain)			
(1st Quarter)			
(2nd Quarter)			
(3rd Quarter)			
(4th Quarter)			
(Unscheduled Inspection; e.g., after 1" rain)			

# **APPENDIX B-4: ANNUAL EVALUATION RECORD**

**ANNUAL EVALUATION RECORD**

As per N.J.A.C. 7:8-5.8(g), the person responsible for maintenance shall evaluate the effectiveness of the maintenance plan at least once per year and adjust the plan and the deed as needed.

The responsible party should evaluate the effectiveness of the maintenance plan by comparing the maintenance plan with the actual performance of the maintenance. The items to evaluate may include, but not limited to,

- Whether the inspections have been performed as scheduled;
- Whether the preventive maintenance has been performed as scheduled;
- Whether the frequency of preventative maintenance needs to increase or decrease;
- Whether the planned resources were enough to perform the maintenance;
- Whether the repairs were completed on time;
- Whether the actual cost was consistent with the estimated cost;
- Whether the inspection, maintenance, and repair records have been kept.

If actual performance of those items has been deviated from the maintenance plan, the responsible party should find the causes and implement solutions in a revised maintenance plan.

<b>Evaluator(s)</b>	<b>Date of Evaluation</b>	<b>Decision</b>
		<input type="checkbox"/> Maintain current version OR  <input type="checkbox"/> Revise current version Revision date _____ (also update the last revision date on the cover page)  <input type="checkbox"/> Requires a new deed recording (also update the last recording information on the cover page)
		<input type="checkbox"/> Maintain current version OR  <input type="checkbox"/> Revise current version Revision date _____ (also update the last revision date on the cover page)  <input type="checkbox"/> Requires a new deed recording (also update the last recording information on the cover page)
		<input type="checkbox"/> Maintain current version OR  <input type="checkbox"/> Revise current version Revision date _____ (also update the last revision date on the cover page)  <input type="checkbox"/> Requires a new deed recording (also update the last recording information on the cover page)