

Swale System – Structural Control Inspection
Standard Operational and Maintenance Documentation Protocol
Town of Jupiter Inlet Colony

The permit requires annual review, and revision if needed, of written Standard Operating Procedures (SOPs) and plans (i.e. public education and outreach, training and inspections) and should be noted in the Jupiter Inlet Colony Annual Report Form.

Inspections:

Established swales are inspected once every three years, using the Colony's Grass Swale Inspection Form included in the appendices of this document. In addition, they are observed for problems that may impact their functionality whenever they are mowed or maintained.

New swales are inspected annually for the first two years of operation.

If chronic problems are identified with a swale, it is inspected annually until the problem is resolved (two consecutive annual inspections without an issue).

Inspections are conducted close to the recovery time of that swale (generally 72 hours after a significant rainfall event) to verify that the system still functions as intended.

This is the minimum investigation requirement of the PBC Joint NPDES MS4 permit. If circumstances are such that more frequent investigations are required for proper systems operation, the Colony should do so.

Maintenance:

There are several maintenance activities that may be associated with MSWOs systems. The appropriate activity is chosen to correspond to the reported condition. The following activities may be required:

1. Mow grass.
2. Remove trash and debris from system and dispose of properly.
3. Remove accumulated sediment from the inflow and/or outflow pipe and dispose of properly.
4. Eliminate any mosquito breeding habitats.
5. Repair any undercutting or piping around inflow and/or outflow structure.
6. Repair and re-establish any eroded areas on the bottom, side slopes and/or near any structure.
7. Scrape, disc or otherwise aerate the bottom of the swale to restore the infiltration capacity. Include soil testing, if needed, to verify that the infiltration capacity has been restored. Re-establish the surface to its final condition (seed, sod, etc.).

Documentation:

The documentation procedure for the inspection and maintenance activities related to the swale system is to fill out the Colony's Grass Swale Inspection Form and file with the Jupiter Inlet Colony Town Administration. Should further action be needed, additional documentation will be required per the instructions of the Town Administrator.