CITY OF PORTLAND
Stormwater Management Manual

FORM 2

OPERATIONS & MAINTENANCE FORM

PRIVATE STORMWATER MANAGEMENT FACILITIES

☐ This O&M Form supercedes document number _____

(for official county use only)

PROJECT NAME _____

PERMIT INFORMATION

Permit # _____

Permit Submittal Date _____

SITE INFORMATION *(include all parcels)*

R# (6 Digits) _____

Site Address _____

City / State / Zip _____

Preparation Date: _____

OWNER INFORMATION (ALL LEGAL OWNERS)

Name (1) _____

Name (2) _____

Address *(Mailing)* _____

City / State / Zip _____

O&M PREPARER INFORMATION

Name _____

Address *(Mailing)* _____

City / State / Zip _____

Phone *(area code required)* _____

Email _____

Site Legal Description

Responsible Party for Maintenance *(check one)*

☐ Homeowners Association ☐ Property Owner

☐ Property Management Company ☐ Tenant

☐ Other (describe) _____
(not Contractor or Consultant)

Contact Information for Responsible Party

Contact Name _____

Contact Organization _____

Phone *(area code required)* _____

Email: _____

Maintenance Practices and Schedule

These operation and maintenance practices are required in accordance with Portland City Code, Chapter 17.38.

The requirements are based on the current version of the *City of Portland Stormwater Management Manual* on the date of permit submittal.

For the **Simplified Approach,** please attach the current O&M Specifications for each facility type from the *Stormwater Management Manual*, Chapter 3.3.1.

For the **Presumptive and Performance Approaches,** please attach the approved, site specific O&M Plan per the *Stormwater Management Manual,* Chapter 3.3.2.

SITE PLAN

Provide a site plan sketch in the area provided below, or attach a scaled site plan to this submittal that includes all of the information required as shown in Appendix D6 on page D.6-1, in Operations & Maintenance Form Instructions, Site Plan.

STEP 1 – COMPLETE THE FOLLOWING TABLE

Stormwater Facility Type (Chapter 2)	Stormwater Facility Size (sf)	Drainage is from Roof or Lot?	Impervious Area Treated (sf)	Discharge Point
Totals				

Maintaining the stormwater management facility or facilities listed above shown on the following (or attached) site plan is a required condition of building permit approval for the identified property. Property owners are required to operate and maintain facilities in accordance with the O&M plan on file with the City of Portland. This requirement is binding on all current and future owners of the property. Failure to comply with the O&M plan can trigger an enforcement action, including penalties. The O&M plan may be modified by written consent of current owners and written approval of the Bureau of Environmental Services.

STEP 2 – REQUIRED SITE PLAN
(insert or draw here, or attach separate sheet)

☐ I Have Attached a Site Plan

SIGNATURE AND ACKNOWLEDGEMENT

By signing below, the owner accepts and agrees to the terms and conditions contained in this O&M Form and in any document executed by filer and recorded with it. The owner further acknowledges that this documentation has been prepared on their behalf and that they are responsible for the quality and completeness of the O&M Plan. Any failure to comply with the terms of these plans may result in enforcement actions by BES requiring the property owner to restore the stormwater facilities to a functional state as approved under original requirements.

The owner also accepts that the City requires property owners to submit and record, with the County, complete and accurate O&Ms enforceable under City Code 17.38 and that substantial changes to the O&M require City approval prior to County recording. A revised O&M must state that it supersedes a previous O&M (with cited county document number; See Page 1).

THIS PAGE MUST BE SIGNED IN THE PRESENCE OF A NOTARY.

_____ _____

Property Owner or Authorized Representative (1) Signature *Property Owner or Authorized Representative (2) Signature*

NOTARY SIGNATURE AND STAMP

☐ INDIVIDUAL Acknowledgement

This acknowledgement is intended for property owned by individuals or trusts.

STATE of OREGON county of: _____

This instrument was acknowledged before me on: *(date)* _____

By: *(owner 1)* _____

By: *(owner 2)* _____

Notary Signature _____

My Commission Expires _____

Notary Seal:

OR

☐ CORPORATE Acknowledgement

This acknowledgement is intended for corporation, government agencies, school districts, or other formal entities

STATE of OREGON county of: _____

This instrument was acknowledged before me on: *(date)* _____

By: *(representative)* _____

As: *(Title)* _____

Of: *(Corporation)* _____

Notary Signature _____

My Commission Expires _____

Notary Seal: