

Instructions for completing and submitting Stormwater Control Practices (SCP) Inspection & Maintenance Agreement

As stated in the 2021 Columbus Stormwater Drainage Manual section 4.3.1, “after plan approval and prior to the submittal of a construction inspection deposit, the Applicant shall submit the following to the City of Columbus, Division of Sewerage and Drainage, Private Development Section... A stormwater control practice inspection and maintenance agreement between the City and the Applicant for City signature.”

The SCP Inspection & Maintenance Agreement found online at <https://www.columbus.gov/stormwater>, and must be submitted with no alterations, additions, or subtractions, with the exception of certain project-specific information, as follows.

The following information in the agreement must be provided within the fillable form specified fields and specific to the project:

- [Project Name]
- [Project Address]
- [Day]
- [Month and Year]
- [Owner Name]
- (parcel number)
 - Aka Tax ID number
- (development’s official name)
 - May differ from project name
- CC-(number) AND/OR Drawer E-(number)
 - Applicant may type in “Not Applicable” if not applicable to project

POST-CONSTRUCTION STORMWATER CONTROL PRACTICES INSPECTION AND MAINTENANCE AGREEMENT	
PROJECT NAME:	“[Project Name]”
PROJECT ADDRESS:	“[Project Address]”
<p>This Post-construction Stormwater Control Practice (SCP) Inspection and Maintenance Agreement (Agreement), made this ____ day of _____ 20__, by and between the [Owner Name] (hereafter referred to as the Owner) and the <i>City of Columbus</i> hereafter referred to as the City, provides as follows:</p> <p>WHEREAS, the Owner is responsible for certain real estate shown as Parcel ID (parcel number) that is to be developed as (development’s official name) and referred to as the Property; and,</p> <p>WHEREAS, the Owner is providing a stormwater management system consisting of the stormwater control practices as shown and described on the construction drawing No. CC-(number) or Drawer E-(number) and listed in the Owner’s current Stormwater Control Practice Maintenance Plan on file with Department of Public Utilities, Division of Sewerage and Drainage, which is hereby incorporated by reference into this agreement and;</p>	

The following must be updated within the section titled, “MAINTENANCE PLANS FOR THE STORMWATER CONTROL PRACTICES”:

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- CC-(number) AND/OR Drawer E-(number)
 - Applicant may type in “Not Applicable” if not applicable to project

MAINTENANCE PLANS FOR THE STORMWATER CONTROL PRACTICES

1. The Owner agrees to maintain in perpetuity the stormwater control practices in accordance with the approved Stormwater Control Practice Maintenance Plan on file with Department of Public Utilities, Division of Sewerage and Drainage, in a manner that will permit the stormwater control practices to perform the purposes for which they were designed and constructed, and in accordance with the standards by which they were designed and constructed, all as shown and described in the approved construction drawing **No. CC-(number) or Drawer E-(number)**. This includes all pipes and channels built to convey stormwater to the stormwater control practices, as well as structures, improvements, and vegetation provided to control the quantity and quality of stormwater.

The following must be updated within the section titled, “COVENANT”:

- County where the covenant is being recorded
- State where the covenant is being recorded

COVENANT

1. This Agreement shall be a covenant that runs with the Property and/or equitable servitude and shall inure to the benefit of and shall be binding upon the parties hereto, their respective heirs successors and assigns, and all subsequent owners of the property, in perpetuity.
2. Upon execution of this Inspection and Maintenance Agreement, it shall be recorded in the County Recorder’s Office of the **[County]**, of **[State]**

The following must be updated at the conclusion of the agreement:

- Owner Printed Name, Owner Signature, and Date signed fields

IN WITNESS WHEREOF, the Owner has caused this Agreement to be signed in its names by a duly authorized person.

Owner Printed Name

Owner Signature

Date

The first listed “ACKNOWLEDGEMENTS” form must be completed with a Notary Public:

- STATE and/or COUNTY, IF the venue where the notarization occurs is outside of Franklin County, Ohio, AND the Notary Public is commissioned in said venue
- Day, date, authorized signer, and business or agency, if applicable.

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ACKNOWLEDGEMENTS

STATE OF **[STATE]**

COUNTY OF **[COUNTY]**, SS:

BE IT REMEMBERED that on this _____ day of _____, 2021, the foregoing instrument was acknowledged before me by _____, _____, on behalf of _____.

The notarial act certified hereby is an acknowledgement and no oath or affirmation was given to the signer with regard to the notarial act.

(seal)

Notary Public

General considerations for completing and submitting Stormwater Control Practices Inspection and Maintenance Agreement:

- Document should be printed on 8 ½ " by 11" (letter-size) paper
- While an electronic copy may be included, the original signed paper document must be submitted to the City of Columbus
- Once complete, this agreement should be submitted to the Department of Public Utilities Permits Office at 111 N. Front St., Columbus, Ohio 43215, attn.: Maxim Meleshchuk.