



Your Actions Prevent Stormwater Pollution!

Standard Operating Procedures for Water Quality Protection

Right-Of-Way (ROW) Maintenance SOP

Why

Standard Operating Procedures (SOPs) have been prepared for all activities conducted as part of the City's Municipal Operations that have the potential to impact 'waters of the state. One of the primary goals of these SOPs is to **provide time-tested, generally accepted routine procedures that minimize the potential for release of pollutants from the site during the performance of municipal operations activities.**

What

ROW Maintenance is an operational best management practice (BMP) developed to control pollutant discharges by using routine maintenance procedures for mowing and debris control, and weed control along City ROWs. Application of fertilizers, pesticides and herbicides activities should refer to the **Chemical Application SOP**. These procedures are critical steps that must be included during routine landscaping activities at City ROW areas by employees and contractors.



Who

All City employees or City-contracted personnel responsible for maintenance of City ROW property.

Where

All City ROW property, including vacant lots, medians and greenspace.

DO

- Inspect new ROW areas or medians initially on a monthly basis until the correct timing of maintenance is established; then conduct maintenance per schedule.
- Conduct routine ROW maintenance per schedule, or on an as-needed basis as identified during an inspection or on an as-needed basis when conditions warrant.
- Oversee ROW landscape contractors to ensure that correct procedures are followed and contaminants are kept to a minimum and contained.
- Ask the contractor for a list of items they will be bringing on site for ROW landscape work, and how they will control, contain and dispose of the materials not used.
- Report damage/compromise to ROW areas, median areas or bare areas void of vegetation that may result in sediment being transported off site; prepare a repair schedule & complete repairs.
- Remove paper, debris and trash from the ROWs, medians, and surrounding areas. Rake leaves and dispose properly prior to mowing activities.
- After mowing & pulling & trimming, collect grass clippings and all other clippings/trimmings/wastes and take offsite for disposal or dispose in trash on site.
- Notify supervisor of any hazardous conditions or materials found during the performance of maintenance activities.

DO NOT

- DO NOT** clean equipment or conduct maintenance on equipment on or near the ROW area, or near a storm drain or other stormwater conveyance feature.
- DO NOT** leave grass clippings or trimming residue on median or ROW area; collect and dispose of in trash.
- DO NOT** apply landscaping chemicals in areas where the residue could make it into the drainageway, channel, ditch, or detention pond (if applicable) during a storm event (see **Chemical Application SOP** for procedures).
- DO NOT** use herbicide for weed control on the ROW areas or in the median unless instructed to by the Arapahoe County Weed Control Manager. Use only approved chemicals, in approved amounts, and never when a heavy rain is forecast.
- DO NOT** attempt to clean up any unidentified or possibly hazardous materials found on or around median or ROW areas during maintenance; notify supervisor immediately upon discovery of hazardous materials.