

Checklist for Stormwater Maintenance Agreements/Covenants

1. Completely fill out the document and include all attachments.
2. Submit the original maintenance covenant. Copies of the signed document cannot be recorded.
3. The property owner's name, as shown on the deed, must be included in the space provided on page 1 of the maintenance covenant.

THIS DECLARATION OF COVENANTS ("Declaration") is executed as of (today's date) _____, 200____, by (owners name as shown on deed) _____
a (individual, LLC, etc...) _____, (hereinafter the "Declarant") with reference to the following facts:

4. Multiple features (swales, proprietary devices, etc.) can be listed on one maintenance covenant. List all stormwater treatment devices to be installed. If it is a proprietary device, include name and model number/type.

C. Declarant has chosen to install (stormwater treatment device(s)) _____

_____ hereinafter referred to as the "Device," as the on-site control measure to minimize pollutants in urban runoff.

5. Signature requirements:
 - o For private individuals: Proper names, as the individual holds title, must be printed or typed below the signature. The name must also be signed in full, exactly as on title. If you are uncertain as to how the grantor is holding title, refer to the preliminary title report. The vesting is usually indicated on the second page of the title report.
 - o For Companies, Corporations, LLCs, and General Partnerships: The entity name must be typed or printed above the signature block. Print or type the name and capacity/title of the principal below the signature.

The officer signing must have the authority granted him/her to convey property rights and interests. Appropriate verification documentation must accompany the document. For instance, as applicable: Articles of incorporation, corporate bylaws, Corporate Resolution, Operating agreement, Notarized trust certification, and certified copy of LP-1 of LLC-1 from Secretary of state.

DECLARANT:

By: _____

Its: _____

6. Notarize document using an all purpose acknowledgement form.
7. "Exhibit A" and "Exhibit B": Plat of site and legal description including APN. These do not have to be stamped and signed by a Registered Land Surveyor.
8. "Exhibit C": Maintenance procedures specific to the device(s) and site map indicating location of device.

9. One maintenance agreement per project. All applicable APNs must be listed on the maintenance covenant.
10. For database purposes: Submit owner's name and contact information on a separate sheet. Or send to Archie Wright at WrightAr@saccounty.net .

Non Proprietary Devices

Listed under Treatment Controls at:

http://www.sactostormwater.org/SSQP/documents/DesignManual/SWQ_DesignManual_May07_061207.pdf

Proprietary Devices

<http://www.sactostormwater.org/SSQP/development/proprietary.asp>

All other devices require a pilot study per approval of the Stormwater Quality Section. Contact Dan Gwaltney for details (916-874-3910). If a pilot study is selected use the maintenance covenant for pilot studies.