



Mark Wedemeyer, Director

To: MBIA, Review Agencies and the General Public

A handwritten signature in blue ink, appearing to be "M. Wedemeyer", written over a horizontal line.

Subject: Stormwater BMP Hand-off Meeting

Date: October 25, 2021

Background

The proper design and construction of an engineered Stormwater Best Management Practice (BMP) is essential to its ability to detain runoff and adequately remove pollutants from the stormwater. Equally important is the proper operation and upkeep of such a facility. Proper maintenance will not only increase the expected lifespan of the facility, but will also improve aesthetics and property value. Most maintenance problems with BMPs are less costly to correct when they are caught early – as the old adage goes, “an ounce of prevention is worth a pound of cure.” Regular inspection and maintenance is an ongoing legal requirement.

Over the past 2-years, the Department of Inspections and Permits (Department) staff met with various representatives from the Development community which includes design professionals, contractors, developers, Homeowner’s association (HOAs), and county agencies to discuss on-going issues with the design, construction and maintenance of stormwater BMPs. One piece of feedback the County received from various representatives is that there is no BMP hand-off process to the HOAs and that they do not have the necessary information about the BMPs they will be owning and maintaining.

Purpose – BMP Hand-off Meeting

The Purpose of this memo is to provide notice that a BMP hand-off meeting will be required after approval of BMP as-built drawings for projects with an HOA. The BMP hand-off meeting is a meeting between the developments Homeowner Association (HOA), the Developer and I&P staff. This meeting occurs after approval of the BMP as-built drawings.

This meeting serves the following purposes:

- Memorialize the transfer of the BMP(s) from the Developer to the HOA and inform the HOA of their responsibilities vis-a-vis the facility; and
- Provide the HOA with basic information (e.g., Hand-off packet) relating to BMPs, Inspection and Maintenance agreements, HOA responsibilities and obligations with respect to BMPs, and County requirements.

Stormwater BMP Hand-off Meeting
October 25, 2021

BMP Hand-off Meeting - Bulletin for Owners

The attached bulletin provides information on the Hand-off meeting. Hand-off Meeting only applies to projects with an HOA at this time. Some of the items in the bulletin apply only to HOAs where as some items apply to all BMP owners including to HOAs. The 2-yr Warranty referenced in the bulletin applies to any new application for a grading permit, or any application for a major revision to a pending or issued grading permit, filed on or after January 01, 2021.

Timing and Applicability

This memo is effective December 01, 2021 for all projects with an HOA, where the developer controls more than 60% of the HOA as of the effective date of this memo. I&P has coordinated with the development community regarding this notice and I&P appreciates the collaborative effort to ensure BMP Hand-off and HOAs have necessary information about the BMPs they will be owning and maintaining.