

Rainwater Harvesting Systems Maintenance Plan for [[== Insert Project Name ==]]

[[== Insert Date ==]]

Project Address and Cross Streets _____

Assessor's Parcel No.: _____

Property Owner: _____ Phone No.: _____

Designated Contact: _____ Phone No.: _____

Mailing Address: _____

The property contains [[== insert number ==]] pervious paving area(s), located as described below and as shown in the attached site plan¹.

- **Rainwater Harvesting System No. 1** is located at [[== describe location ==]].
- [[== Add descriptions of other rainwater harvesting systems, if applicable. ==]]

I. Routine Maintenance Activities

The principal maintenance objective is to prevent sediment buildup and clogging, which reduce rainwater harvesting capacity. Routine maintenance activities, and the frequency at which they will be conducted, are shown in Table 1.

Table 1		
Routine Maintenance Activities for Rainwater Harvesting Systems		
No.	Maintenance Task	Frequency of Task
1	Inspect and clean filters and screens, and replace as needed.	Every 3-6 months
2	Inspect and clean debris from gutters, downspouts, first-flush devices and roof washers.	Every 3-6 months
3	Inspect and verify that disinfection, filters, and other water quality treatment devices are operational, in accordance with manufacture's recommendations or local jurisdictional requirements.	Every 3-6 months
4	Inspect and clean debris from rainwater gutters, roof surfaces, downspouts, roof washers, and first-flush devices, Remove tree branches and vegetation overhanging roof surfaces.	Every 6 months, or as needed to prevent clogging
5	If rainwater is provided for indoor use, conduct annual water quality testing per the requirements of the local jurisdiction.	Every 3-6 months
6	Inspect all components, including pumps, valves, tanks, backflow prevention systems, and verify operations.	Annually
8	Flush or vacuum cisterns to remove sediment. Drain flushed water to landscaping or sanitary sewer.	Annually
9	Inspect rainwater harvesting systems using the attached inspection checklist.	Quarterly or as needed

¹ Attached site plan must match the site plan exhibit to Maintenance Agreement.

Rainwater Harvesting Systems Maintenance Plan
Property Address: _____

Date of Inspection: _____
Treatment Measure No.: _____

II. Mosquito Abatement

Should any mosquito issues arise, contact the San Mateo County Mosquito Abatement District (SMCMAD), as needed for assistance. Mosquito larvicides shall be applied only when absolutely necessary, as indicated by the SMCMAD, and then only by a licensed professional or contractor. Contact information for SMCMAD is provided below.

San Mateo County Mosquito Abatement District
1351 Rollins Road
Burlingame, CA 94010
PH:(650) 344-8592
FAX: (650) 344-3843
[Email: info@smcmad.org](mailto:info@smcmad.org)

IV. Inspections

The attached Treatment Measure Inspection and Maintenance Checklist shall be used to conduct inspections monthly (or as needed), identify needed maintenance, and record maintenance that is conducted.

Rainwater Harvesting Systems Inspection and Maintenance Checklist

Property Address: _____

Property Owner: _____

Treatment Measure No.: _____

Date of Inspection: _____

Type of Inspection: Monthly Pre-Wet Season
 After heavy runoff End of Wet Season
 Other: _____

Inspector(s): _____

Defect	Conditions When Maintenance Is Needed	Maintenance Needed? (Y/N)	Comments (Describe maintenance completed and if needed maintenance was not conducted, note when it will be done)	Results Expected When Maintenance Is Performed
1. Sediment and Debris Accumulation	Sediment or debris accumulated in filters, screens, gutters, downspouts, first-flush devices, or roof washers, or on roof or other collection surfaces. Sediment accumulated in cistern(s).			Sediment and debris removed and disposed of properly. Collection surfaces do not contribute sediment and debris.
2. Leaks	Water leaking from system.			No leakage.
3. Water Quality	Treatment system is not working properly.			Treatment system is operational and maintaining minimum water quality requirements.
4. Miscellaneous	Any condition not covered above that needs attention in order for the rainwater harvesting system to function as designed.			Meets the design specifications.