







# **Environmental Inspection and Maintenance Plan**

Newnan Lofts Apartment Complex (Former Bibb Mill) Newnan, Georgia

Prepared for: Newnan Lofts Limited Partnership

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#### Section 1.0 Introduction

The Newnan Lofts Environmental Inspection and Maintenance Plan (the "EIM Plan") describes the requirements for inspecting, repairing and reporting the conditions of the landscaped areas, restricted areas (including the pond) and other controls at portions of the Newnan Lofts Apartment Complex. The original conditions and general requirements for the landscaped portions of the grounds and/or engineering controls are defined as:

- The landscaped areas inside the fence, accessible to residents, must be maintained with no obvious holes and free from washout or erosion.
- The grounds are not to be used for vegetable or fruit gardens.
- The parking lot areas must be maintained with no large cracks or holes, covering all soil underneath.
- Sidewalks and curbing and the concrete apron adjacent to the buildings must be free from damage, large cracks, and holes with no apparent erosion or washout, covering all soil underneath.
- Select trees have filter fabric placed under rocks extending to the outside edge of the tree; where present, the filter fabric must remain intact and rocks must cover the filter fabric at all times.
- Site fencing must be free of large holes or damage that would allow access to restricted areas.
- Permanent markers and signage must remain intact.
- Crawl space ventilation must remain effective.
- Access to crawl spaces beneath the buildings is to be restricted to authorized maintenance personnel only; underlying soils in the crawl space must not be disturbed; proper Personal Protective Equipment and precautions, as specified herein, are to be implemented.

### 1.1 Site Inspections

Site inspections will be conducted a minimum of once per month. An inspection of the landscaped areas must also be conducted following each major rain event. A "major rain event" is defined as six or more inches of rain in a 24-hour period as reported by the National Weather Service for Newnan or the Atlanta Airport. A Site Inspection Log is provided in Appendix A. Fill out an Inspection Log for each inspection. Completed forms will be kept in a 3-ring binder with the EIM Plan. The binder will be kept in the main office.

Should any damage or other change be observed during the inspections, these will be recorded in the Inspection Log and brought to the attention of the Property Manager. The Property Manager will confirm what actions must be taken to return the landscaped areas to their original condition. Photographs should be taken of the area before and after restoration. Once complete, describe the actions taken on the Inspection Log and return the completed form to the 3-ring binder along with photographs.

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Maintenance personnel walk the grounds on a routine basis during performance of their regular duties. In the event damage or conditions are noted during these routine activities that warrant correction as described herein, maintenance personnel should note the condition and date on the inspection log and advise the Property Manager as if it was part of the routine monthly inspection so appropriate action may be taken.

### 1.1.1 Inspection of Landscaped Areas

Landscaped areas include areas covered by grass and plants/trees. The landscaped areas must be neatly maintained, free from erosion or damage/disturbance to the ground. The landscaped areas include all the green highlighted areas on the attached figure. These areas must be inspected to confirm that:

- No gardening or planting has occurred that was not performed or approved by the Property Manager.
- No evidence of digging (i.e., holes from animals or people, utility work) that was not performed or approved by the Property Manager.
- No damage/ruts from vehicles are present.
- There are no up-rooted plants.
- There is no damage to filter fabric under the rock cover where present around trees or other
  designated areas. The filter fabric and rock covers are shown in the cross hatched areas on the
  attached figure.
- Visually inspect vegetation and poplar trees behind fenced area along the railroad (labeled Type 5 RRS phytoremediation area on the attached figure) for healthy growth.

If any of these conditions are observed, note in the Inspection Log and report to the Property Manager immediately. The deficiency must be corrected as soon as practical and the corrective action noted in the Inspection Log.

### 1.1.2 Inspection of Site Structures

Site structures include buildings, areas covered with concrete or pavement, sidewalks, parking areas, and curbing. Site structures must be free from damage, large cracks and holes near the ground surface. Access to crawl spaces beneath the buildings must be secured to prevent unauthorized access. Concrete and asphalt pavement covered areas (including sidewalks and curbing) and areas covered in landscape fabric and stones must be inspected along their entire surface. Buildings must be inspected along the perimeter near the ground surface. Site structures, concrete surfaces and asphalt covered areas are shown as the gray features on the attached figure. These areas must be inspected for:



- Potholes;
- Washout/erosion at the ground surface;
- Damage to structures that expose underlying soil; and
- Large cracks (at least one half inch wide or wide enough for a writing pen to fit inside the crack) or holes that expose underlying soil.

If any of these deficiencies are observed, note in the Inspection Log and report to the Property Manager immediately. The deficiency must be corrected as soon as practical and the corrective action noted in the Inspection Log.

### 1.1.3 Inspection of Site Fencing and Signage

Site fencing must not be damaged or have any large holes that would allow trespassers easy access. Fence gates must be locked at all times except for temporary access by maintenance or other authorized personnel. Signage secured to Site fencing (no swimming, no fishing, or no entry signage) must remain visible and secure. The approximate locations of fences are shown on the attached figure and are typically along the border of the green highlighted areas. Site fencing must be inspected for:

- Damage to locks, fencing, signage, and gates;
- Evidence of unauthorized entry (trespassers);
- Plant growth obstructing the fence signage and/or gates; and
- Large holes (large enough for any person, including a small child, to fit through) at the bottom of fencing (caused by animals, people, or erosion).

If any of these deficiencies are observed, note in the Inspection Log and report to the Property Manager immediately. The deficiency must be corrected as soon as practical and the corrective action noted in the Inspection Log. Document action taken with photographs.

### 1.1.4 Inspection of Site Permanent Markers

Site permanent markers, identified as survey monuments, will be installed at various locations along the Site fence demarcating the extent of the restricted Type 5 RRS area. Markers should not be damaged or moved from the locations as shown on the attached figure. Areas behind the fencing are not to be disturbed. The Site permanent markers must be inspected for:

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- Damage; and
- Ensure the marker is not missing.



If any of these conditions are observed, note in the Inspection Log and report to the Property Manager immediately. The deficiency must be corrected as soon as practical and the corrective action noted in the Inspection Log.

### 1.1.5 Inspection of Power Ventilation System and Crawl Spaces

The crawl space areas under the buildings receive outside air through wall vents. Electric fans in the crawl space draw air from the crawl space and clothes dryers in the buildings and continuously vent to the exterior of the buildings. The fans run continually and are maintained by the Property Engineer at least once per quarter. The locations of the power ventilation fans are illustrated on Figure 1.

The power ventilation system in the crawl space must be inspected for:

- Damage to the fans or system;
- Ensure the fans are running continuously;
- Ensure there is nothing obstructing the exterior ventilation; and
- Ensure the vent discharges to the building exterior.

If any of these deficiencies are observed, note in the Inspection Log and report to the Property Manager immediately. The deficiency must be corrected as soon as practical and the corrective action noted in the Inspection Log. In the event the vent fan needs to be replaced, the fan motor specified in Appendix D (Century PennVent OPV346), or equivalent, should be utilized for the replacement.

The buildings are part of the Type 5 RRS cover that secures underlying soils. There are no obvious impacts to the exposed soils in the crawls spaces, therefore, no samples have been collected or analyzed from the underlying soils. Consistent with the Type 5 RRS designations, access to the crawl spaces should be restricted to authorized maintenance personnel only. Personnel entering the crawl space to perform necessary maintenance activities should be advised that soils in the crawl spaces are not to be disturbed to minimize the generation of and exposure to dust. As a precautionary measure, Maintenance Personnel entering the crawl spaces beneath the buildings shall wear dust masks; in addition, personnel shall place 4 mil plastic sheeting or a similar drop cloth on the exposed soil in the area where work is being conducted; alternately, maintenance personnel may don a cloth Tyvek suit to minimize contact between exposed soil and skin or clothes. Tyveks, dust masks and drop cloths or plastic sheeting may be placed in the regular trash upon completion of activities in the crawl spaces.



### 1.1.6 Inspection of Restricted Type 5 RRS Pond Area

The restricted Type 5 RRS area is shown on the attached figure and includes the Site Pond. A Site Stormwater Management Plan is included in Appendix B. The Type 5 RRS area must be inspected for the following:

- Erosion or large holes;
- Breaches in pond overflow; and
- The need to remove sediment from the pond.

If any of these deficiencies are observed, note in the Inspection Log and report to the Property Manager immediately. The deficiency must be corrected as soon as practical and the corrective action noted in the Inspection Log along with photographic documentation.

The Site Stormwater Management Plan, included in Appendix B, is intended to ensure the pond overflow control structure remains intact and control removal of sediment from the pond, if required in the future.

### 1.2 Prohibitions/Restricted Activities

Residents (and other personnel) at the Newnan Lofts Complex are not allowed to:

- Plant gardens;
- Dig in any landscaped area; and
- Go into the restricted areas secured by fencing including the pond.

If any of these activities are observed, note in the Inspection Log and report to the Property Manager immediately. The resident must also be notified that the activity is a violation of the terms of their lease and the notice must be documented in the Inspection Log Binder. Gardens, if present, are to be removed and all surfaces restored to original condition.

### Section 2.0 Utility Work

Before any utility (electric, gas, cable, sewer, sprinklers, etc.) work is performed that will disturb soils, ensure the utility workers are given a copy of the Site Maintenance Plan and follow the procedures therein.



#### Section 3.0 Site Maintenance Plan

The Site Maintenance Plan is included to ensure all soil covers remain undisturbed; or, if disturbed for maintenance purposes (e.g., utility repair), any excavated soils are properly handled. The Site Maintenance Plan is provided in Appendix C. The Site Maintenance Plan must be applied to any soils excavated on Site, except those soils that were replaced as shown on the figure in Appendix C. Whenever a Site Maintenance Plan activity occurs, note the activity in the Inspection Log.

### Section 4.0 Annual Report and Certification

The information in the Inspection Log is to be summarized by the Property Manager or the Owner for inclusion in the Annual Report and Certification that must be submitted annually to the Georgia EPD for Newnan Lofts. The Annual Certification must confirm that the use of Newnan Lofts as an apartment community has not changed and if no significant maintenance activities have been required, the Annual Report and Certification must state:

- All Newnan Lofts soil cover and fencing remained secure and intact during the past twelve months.
- The phytoscaping of the Type 5 RRS area remains healthy and intact.
- The permanent markers demarcating the Type 5 RRS areas are still present and in good condition.
- The power ventilation system in the crawl space continues to operate normally.

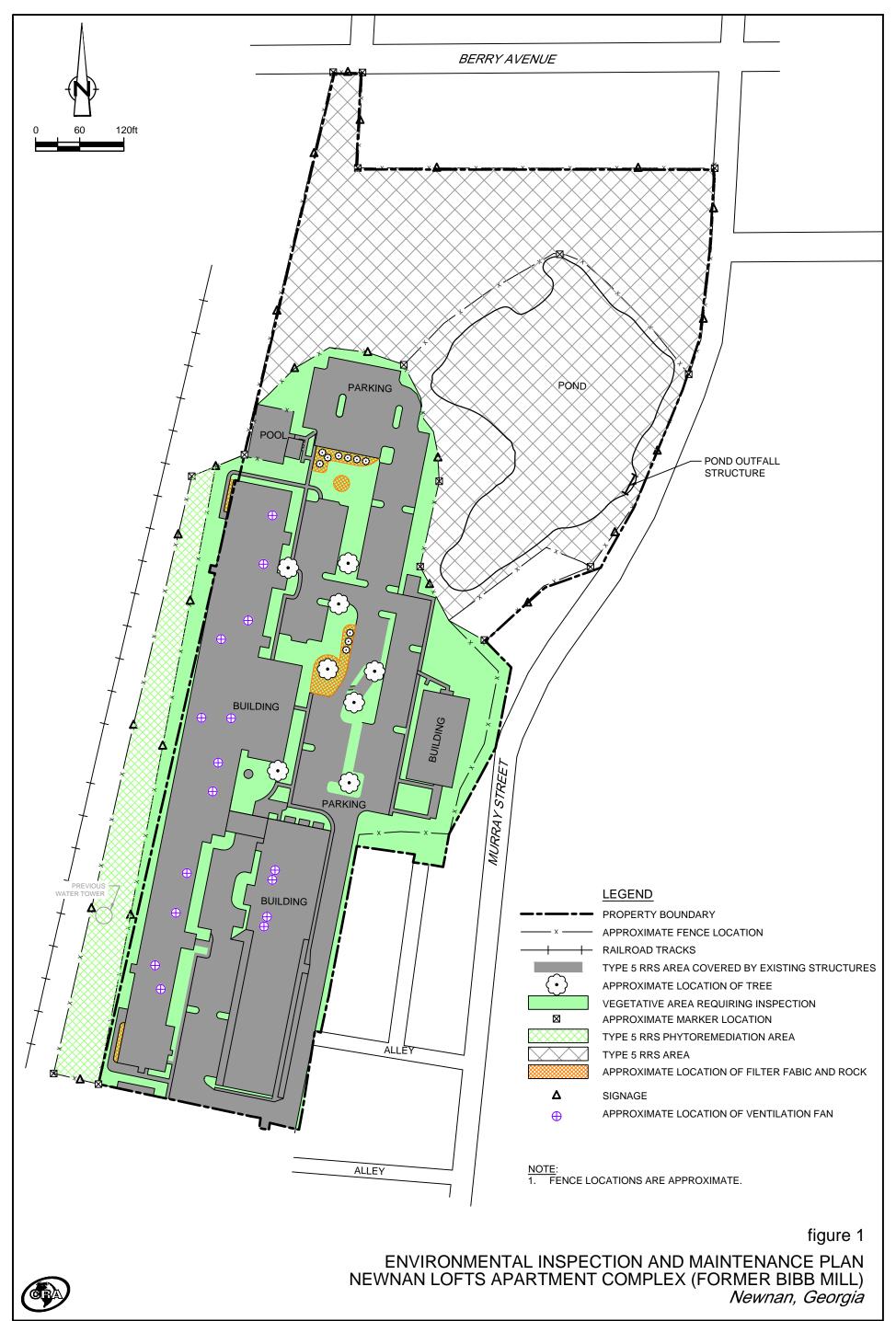
If any maintenance activities, improvements, or repairs occurred and were recorded in the Inspection Log, these must be included in the Annual Report and Certification stating the following:

- The following actions were taken throughout the year to maintain the grounds at the Newnan Lofts Apartments complex:
  - List the activities from the Inspection Log completed throughout the year, examples are below:
  - Repaired a hole in the Site fencing near the pond using additional chain link material;
  - Repaired a hole in the asphalt in the parking lot using cold patch;
  - Filled three holes in grassy areas across the complex using a bag of soil from a local gardening store; and
  - Replaced filter fabric under rocks near trees in the parking lot using the same type of filter fabric originally used.
- Include photographs to document corrective actions taken.



## **Figures**





## **Appendices**



**Site Inspection Log** 



## Newnan Lofts Site Inspection Log

Inspections will be conducted a minimum of once per month and following each major rain event (6 inches of rain in a 24-hour period).

Should there be any damage or other issues observed during the inspections, these will be recorded in this Site Inspection Log and brought to the attention of the Property Manager for correction. The Property Manager will address and correct the issues and describe the actions taken in this Site Inspection Log and return the completed form to the 3-ring binder.

Date of Inspection:	Name:

✓	Inspected Areas	Does the item require repair or attention? (Include notes if needed)	Location of item requiring repair	Date of correction & action taken
LAN	DSCAPED AREAS			
	Evidence of digging (i.e., holes from animals or people, utility work, or gardening)			
	Damage/ruts from vehicles			
	Up-rooted plants			
	Damage to filter fabric under the rock cover where present around trees			
	Condition of slope behind fenced area along railroad			

See next page

# Newnan Lofts Site Inspection Log

✓	Inspected Areas	Does the item require repair or attention? (Include notes if needed)	Location of item requiring repair	Date of correction & action taken
SITE	STRUCTURES			
	Potholes			
	Washout/erosion at the ground surface			
	Damage to structures that expose underlying soil			
	Large cracks or holes that expose underlying soil			
SITE	FENCING AND SIGNAGE			
	Damage to locks, fencing, signage and gates			
	Evidence of unauthorized entry (trespassers)			
	Plant growth obstructing the fence signage and/or gates			
	Large holes at the bottom of fencing (caused by animals, people, or erosion)			

See next page

# Newnan Lofts Site Inspection Log

✓	Inspected Areas	Does the item require repair or attention? (Include notes if needed)	Location of item requiring repair	Date of correction & action taken							
SITE	TE PERMANENT MARKERS										
	Damage to Site permanent markers										
	Missing markers										
POV	VER VENTILATION SYSTEM AND CRAWL SPACES										
	Damage to fans or system										
	Ensure fans are running continuously										
	Obstructions to exterior ventilation										
	Access to crawl spaces is secure										
RES	TRICTED TYPE 5 RRS POND AREA										
	Erosion or large holes										
	Breaches in pond overflow										
	Excessive sediment in pond										

# Newnan Lofts Site Inspection Log

See next page

Additional Notes:			

## **Appendix B**

Site Stormwater Management Plan



### Appendix B

## Newnan Lofts Stormwater Management Plan

The purpose of the Stormwater Management Plan is intended to ensure the pond overflow control structure remains intact and control removal of sediment from the pond, if required in the future.

### 1.0 Maintenance and Operation of the Pond

The Site stormwater pond is located in the northern portion of the Site within the restricted Type 5 RRS area as shown on the attached figure in the EIM Plan. The pond may be visually inspected from the fence, without entering the area. The pond area must be inspected for the following:

- Erosion or large holes;
- Breaches in pond overflow; and
- The need to remove sediment from the pond.

### 2.0 Sediment Handling

#### 2.1 Sediment Erosion

If sediments appear to be eroding into the pond, erosion and sediment controls will need to be installed to protect the pond. Erosion and sediment controls may include silt fencing or straw bales and should be installed by an appropriate contractor. The origin of the sediment erosion must be determined and must be repaired as soon as practical in accordance with the EIM Plan.

### 2.2 Breaches in Pond Overflow

The pond overflow structure is located along the eastern perimeter of the pond, adjacent to Murray Street, as shown on the attached figure in the EIM Plan. If a breach is observed in the pond overflow control structure, notify the Property Manager immediately. Should any damage to the pond overflow structure be observed, it should be repaired as soon as practical.

### 2.3 Sediment Removal

In the extent excessive sediment accumulation is observed (i.e. accumulated sediment increases to within 6-inches of the top of the pond overflow), the Property Manager must be notified immediately. Sediments must be properly handled if removed from the pond.

### 3.0 Sediment Disposal

Prior characterization of sediments confirmed they were non-hazardous. Due to residual concentrations of metals in sediments, any sediment removed from the pond should be disposed in a permitted municipal (Type D) landfill. Additional characterization may be required to satisfy the landfill's permitting requirements for disposal.

## **Appendix C**

**Site Maintenance Plan** 



### Appendix C

## Newnan Lofts Site Maintenance Plan

The purpose of the Site Maintenance Plan is to ensure all dirt/soils remain undisturbed, or, if disturbed for maintenance purposes (e.g., utility repair or installation), the soils are properly handled.

### 1.0 Soil Handling

### 1.1 Filling Holes

If a hole is observed in the landscaped areas, the hole must be filled with clean soil. Obtain clean soil from a source approved by the Property Manager (bag of soil from a gardening/home improvement store or from a landscaping company) and fill the hole level with the surrounding landscape. If in a grassy area, top the area with grass seed and hay/mulch.

### 1.2 General Excavations

Soils that must be excavated in any area on the Newnan Lofts Property [except for those soils deeper than 1 foot (marked as the blue hatched areas) or 2 feet (marked as orange hatched areas) as shown on the attached figure] will be handled using the following steps:

- 1. Place plastic sheeting on the ground near the excavation in 2 separate areas.
- 2. Mark each sheeting area as such:
  - A. Top Soil; and
  - B. Deep Soil
- 3. Excavate the first 6 inches of dirt and place onto Sheet A (Top Soil).
- 4. Excavate below the first 6 inches until the depth required for the excavation and place onto Sheet B (Deep Soil).
- 5. Cover excavated soils with plastic sheeting and secure (if not completing excavation in the same day).
- 6. When work is complete in the excavation, place the Sheet B (Deep Soil) dirt in the hole first.
- 7. After the Sheet B dirt is in the hole, place the Sheet A (Top Soil) dirt in the hole.
- 8. Top the filled hole with grass seed and place mulch or hay over the filled hole.
- 9. Discard sheeting in roll-off or dumpster.

If soil removed below asphalt is required, dispose of asphalt removed from the excavation area and manage underlying soils as described above.

### Appendix C

## Newnan Lofts Site Maintenance Plan

### 1.3 Excavations Deeper than the Hatched Areas (Marked on the Attached Figure)

Soils that must be excavated to a depth greater than the depths in the hatched areas marked on the attached figure will be handled using the following steps:

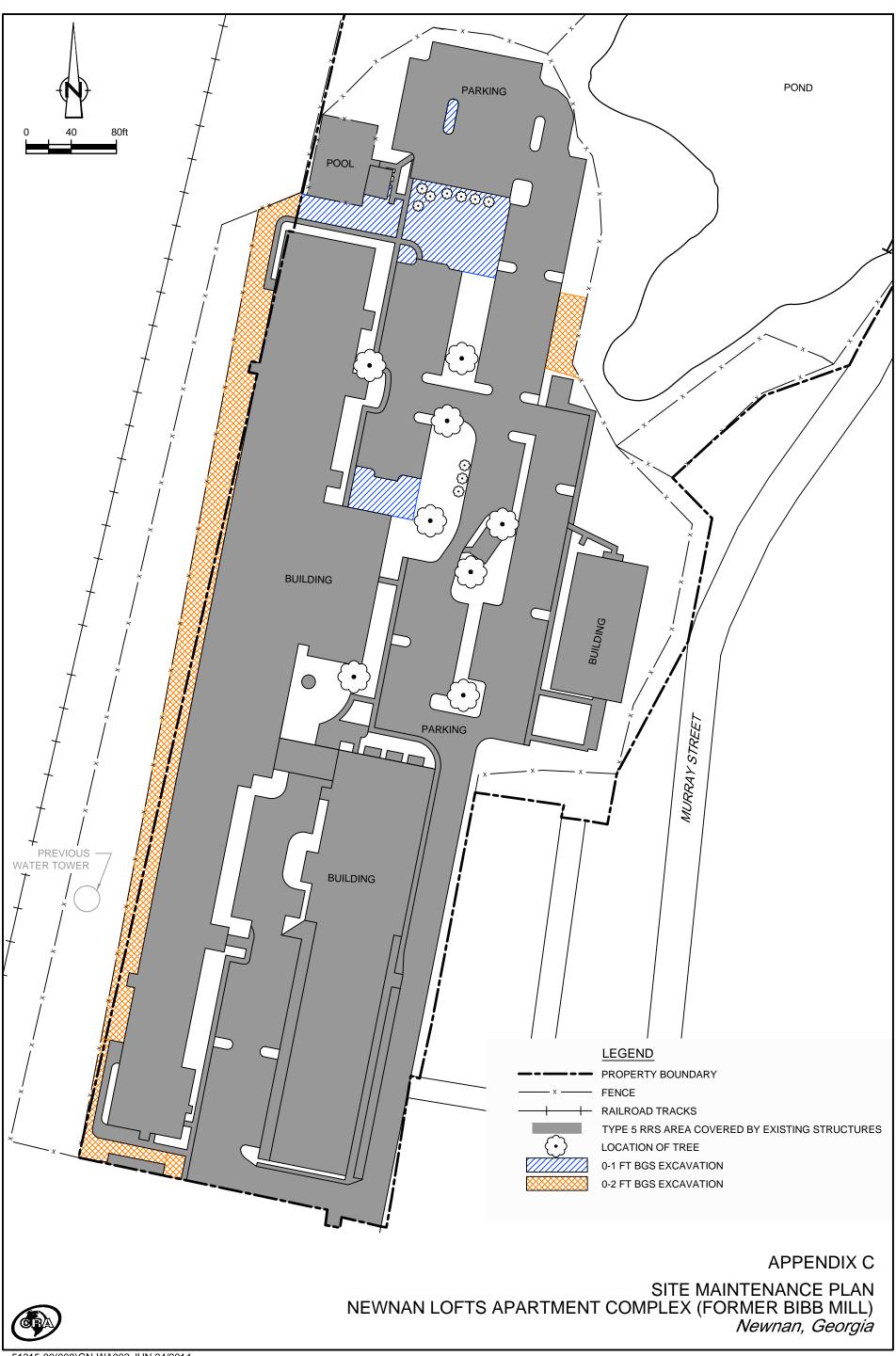
- 1. Place plastic sheeting on the ground near the excavation in 3 separate areas.
- 2. Mark each sheeting area as such:
  - A. Top Soil;
  - B. Fill Soil; and
  - C. Deep Soil.
- 3. Excavate the first 6 inches of dirt and place onto Sheet A (Top Soil).
- 4. Excavate below the first 6 inches, down to 1 foot or 2 feet deep (depending on the hatched area where excavation work is being performed) and place soil onto Sheet B (Fill Soil).
- 5. Excavate below 1 foot or 2 feet (depending on the hatched area where excavation work is being performed) until the depth required for the excavation and place onto Sheet C (Deep Soil).
- 6. Cover excavated soils with plastic sheeting and secure (if not completing excavation in the same day).
- 7. When work is complete in the excavation, place the Sheet C (Deep Soil) dirt in the hole first.
- 8. After Sheet C dirt is in the hole, place the sheet B (Fill Soil) dirt in the hole next.
- 9. After Sheet B dirt is in the hole, place the Sheet A (Top Soil) dirt in the hole.
- 10. Top the filled hole with grass seed and place mulch or hay over the filled hole.
- 11. Discard sheeting in roll-off or dumpster.

### 2.0 Fence Repair

If a hole is observed in the fence fabric (chain links), bring to the attention of the Property Manager. The Property Manager will confirm what actions must be taken to repair the fence. Upon approval, the fence fabric may be repaired by maintenance personnel by tying chain links back together with metal wire or by hiring a fencing contractor.

### 3.0 Asphalt Repair

If holes are observed in the asphalt or on sidewalks, bring to the Property Manager's attention. Repair the asphalt or sidewalk upon approval of the Property Manager using asphalt cold patch, cement, or a contractor, as appropriate.



## Appendix D

**Vent Fan Specifications** 



### PennVent

















HP	RPM	Speeds	Volts	Amps	Stock Number	Rotation	Capacitor	Shaft Dia. & Length	Motor Dia.	"A" Dim.	Cross Reference	Notes
1/20	1045	1	115	2.3	975	CCWLE	Shaded Pole	3⁄8" x 2-1/4"	5"	3"	D1036 (FASCO) S88-916	
1/40	1050	1	115	1.1	OPV400206	CCWLE	Shaded Pole	3/8" x 2-1/4"	5"	3"	D340, Z-6	2,4
1/6 1/12	1550 1300		115	2.1/ 1.9/ 1.4	OPV748	CCWLE-CWSE		1/2" x 2-3/5"	5"	4-1/4"	DE2F7088-T 63748-0	
1/20	1050											
1/7 1/11	1500 1300		115	2.5/ 2.1/ 1.6	OPV747	CCWLE-CWSE		1/2" x 2-1/2"	5"	4-1/4"	DE2F7085-T 63747-0	
1/25	1050											
1/12	1550/1300		115	1.5/ 0.9	OPV746	CCWLE-CWSE		1/3" x 3-1/3"	3.3"	3-5/6"	JE2H7057-T 63746-0	
.027	1550/10500	)	115	1.4/ 0.6	OPV343	CCWLE-CWSE		1/3" x 5-3/4"	3.3"	2-1/4"	JA2M414-T 56343-0	
.075	1550/10500	)	115	3,6/ 2.5	OPV346	CCWLE-CWSE		1/3" x 5-1/3"	3.3"	4-2/3"	JE2K007-T 56346-0	

### Reznor



990, 991

Stock Shaft Dia. Motor  HP RPM Speeds Volts Amps Number Rotation Capacitor & Length Dia.  1/10 3200 1 208-230 .63 990 REV Included 5/16" x 3-1/4" 3-38"			THE RESERVE OF THE PARTY OF THE
1/10 3200 1 309 320 62 000 000 000	Dim.	Reference	Notes
1/10 3200 1 208-230 .63 990 REV Included 5/16" x 3-1/4" 3-38"	4-3/8"	' D404	2,68,239
1/10 3200 1 115 1.5 991 REV Included 5/16" x 3-1/4" 3-3/8"	4-1/4"	D405	2,68,239

- Notes:
  2. Ball bearing
  4. Supplied with lead and plug assembly
  68. PSC motor
  239. Capacitor attached



