

Bioretention Maintenance and Inspection Checklist/Report

[Note: a separate form must be used for each BMP]

Project Name: _____
 Project Address: _____
 Owner's Name: _____
 Owner's Address: _____
 Recorded Book and Page Number of the Lot: _____
 BMP Name and Location: _____
 Inspection Date: _____
 Inspector: _____
 Inspector Address/Phone Number: _____
 Date Last Inspected: _____

Maintenance Item	Satisfactory	Unsatisfactory	Inspection Frequency	Comments/Actions Required
1. Debris Clean out				
Clear of trash and debris			M	
2. Vegetation Management				
Banks / surrounding areas mowed (3 to 6-inch height)			M	
Unwanted vegetation present			M	
Condition of plants			M	
Condition of mulch - Must be double hammered hardwood, 3 inches deep (replace at least every 3 years and renew yearly)			M	
3. Erosion				
Evidence of soil erosion on banks or contributing areas			M	
4. Sedimentation				
Forebay/Pretreatment Area – evidence of sediment accumulation (cleanout as necessary)			M	
Evidence of sediment in bioretention cell			M	
5. Energy dissipaters				
Condition of dissipater at inlets			M	
Condition of dissipater at outfall			M	
Inspect gravel verge (replace as needed)			M	
6. Inlet				
Condition of pipe or swale (cracks, leaks, sedimentation, woody vegetation)			M	
7. Outlet				
Condition of outlet / drop box			M	
8. Dewatering (drawdown must be between 48 hours and 120 hours)				
Evidence of standing water			M	
9. Overall functionality				
Evidence of bypass			M	
P-Index and pH test results for soil media (indicate test results and date last tested)			Y2	
10. Miscellaneous				
Maintenance responsibility sign in place and legible			M	

W=Weekly, M=Monthly, Q=Quarterly, Y=Yearly, Y2=every 2 yrs.

If applicable: Attach to this form documentation of BMP maintenance escrow account activity. This may be provided in the form of a bank statement which includes the current balance, as well as deposits and withdraws for the previous 12 months.

Maintenance Actions Taken: [If any of the above items were marked "U" for unsatisfactory, explain the actions taken and time table for correction. Attach additional pages as necessary.]

Additional Comments:

I do hereby certify that I conducted an inspection of the BMP described herein. I further certify that at the time of my inspection said BMP was performing properly and was in compliance with the terms and conditions of the approved maintenance agreement required by the Phase II Post-Construction Storm Water Ordinance.

Certification:

Inspectors Signature

Date