

BIORETENTION (RAIN GARDEN) & VEGETATED SWALE (BIOSWALE) MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Irrigate if plants appear wilted or unhealthy; replace dead plants <input type="checkbox"/> Check for erosion, cracking, embankment failure, burrowing animals, and sediment clogging the drain and other pipes <input type="checkbox"/> Repair erosion with additional plant material similar to original and/or small stones for stability <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants <input type="checkbox"/> Replace bark mulch on bare, exposed soil	
Monthly (during growing season)	<input type="checkbox"/> Irrigate 1" water/week during the first growing season <input type="checkbox"/> Check/clean inlets, outlets/overflows and curb cuts from debris <input type="checkbox"/> Check plants for pest damage or disease <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants	
Semi-Annually (spring & fall)	<input type="checkbox"/> Redefine lawn edge	
Annually	<input type="checkbox"/> Cut perennial plantings and divide grasses and perennials to prevent overcrowding (fall) <input type="checkbox"/> Mow bioswale (> 6") (fall) <input type="checkbox"/> Check overflow and subsurface drain; check infiltration and flow-through rates (0.5"/hr) <input type="checkbox"/> Check pH of infiltration/planting soil (<5.2 add limestone; >7.0 add iron sulfate plus sulfur) <input type="checkbox"/> Check/correct for uniformity in cross-section and longitudinal slope (bioswale) <input type="checkbox"/> Replace mulch. Minimum every 3 years <input type="checkbox"/> Remove accumulated sediment and replace with approved soil mix, bark mulch, and vegetation (> 25% ponding depth for bioretention; >50% checkdam height for bioswale). Minimum every 5 years	
Upon Failure	<input type="checkbox"/> Redesign and reconstruct	

CONSTRUCTED WETLAND MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Irrigate if plants appear wilted or unhealthy; replace dead plants <input type="checkbox"/> Check for erosion, cracking, embankment failure, burrowing animals, and sediment clogging the drain and other pipes <input type="checkbox"/> Repair erosion and bare soil with additional plant material similar to original and/or small stones for stability <input type="checkbox"/> Remove weeds and woody vegetation < 15' toe of embankment and < 25' from spillway <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants	
Monthly (during growing season)	<input type="checkbox"/> Irrigate 1" water/week during the first growing season; maintain low water levels to allow sufficient oxygen to the roots of establishing plants <input type="checkbox"/> Check/clean inlets, outlets/overflows and trash racks from debris <input type="checkbox"/> Check plants for pest damage or disease <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants	
Semi-Annually (spring & fall)	<input type="checkbox"/> Check/remove sediment build-up and plant debris (especially < 18" of outlet) <input type="checkbox"/> Check water levels with design specifications <input type="checkbox"/> Check/remove burrowing animals; repair holes in embankments <input type="checkbox"/> Mow side slopes and embankments, emergency spillways, and access road <input type="checkbox"/> Divide grasses and perennials (fall) to prevent overcrowding	
Annually	<input type="checkbox"/> Remove large colonies of cattails <input type="checkbox"/> Manage weeds through burning or trimming plant stalks when new growth is 4-6" tall <input type="checkbox"/> Replace mulch. Minimum every 3 years <input type="checkbox"/> Replace soil. Minimum every 20 years <input type="checkbox"/> Remove accumulated sediment (> 50% capacity forebay, > 25% capacity wetland). Minimum every 5 years. Wetland should be drained and dry prior to sediment removal and immediately stabilized and re-vegetated	
Upon Failure	<input type="checkbox"/> Redesign and reconstruct	

DRY POND & WET POND MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Irrigate if plants appear wilted or unhealthy; replace dead plants <input type="checkbox"/> Check/repair areas with erosion, cracking, embankment failure, burrowing animals, and sediment clogging the drain and other pipes <input type="checkbox"/> Repair erosion and bare soil <input type="checkbox"/> Remove woody vegetation < 15' toe of embankment and mow < 25' from spillway <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants	
Monthly (during growing season)	<input type="checkbox"/> Irrigate 1" water/week during the first growing season; maintain low water levels to allow sufficient oxygen to the roots of establishing plants (wet pond shelf) <input type="checkbox"/> Check/clean inlets, outlets/overflows and trash racks from debris <input type="checkbox"/> Check plants for pest damage or disease <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Mow side slopes and embankments, emergency spillways, and access road (dry pond – maintain bottom at 6-8"; wet pond – allow 5-10' of embankment to grow 24-30")	
Semi-Annually (spring & fall)	<input type="checkbox"/> Check/remove sediment build-up and plant debris (especially < 18" of outlet) <input type="checkbox"/> Check water levels with design specifications (wet pond) <input type="checkbox"/> Check/repair any settlement of berms <input type="checkbox"/> Check/remove burrowing animals; repair holes in embankments	
Annually	<input type="checkbox"/> Seed or sod to restore dead or dying grass/groundcover <input type="checkbox"/> Replace mulch every 3 years (min); replace topsoil every 10 years (min) <input type="checkbox"/> Remove accumulated sediment (> 50% capacity forebay, > 25% capacity pond). Minimum 2-10 years (dry pond), 5-10 years (wet pond)	
Upon Failure	<input type="checkbox"/> Redesign and reconstruct	

VEGETATED ROOF (GREEN ROOF) MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Irrigate if plants appear wilted or unhealthy; replace dead plants <input type="checkbox"/> Check for sediment clogging the drain and weirs <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants <input type="checkbox"/> Replace bark mulch on bare, exposed soil <input type="checkbox"/> Check mechanical equipment for leaks or spills	
Monthly (during growing season)	<input type="checkbox"/> Irrigate 1" water/week during the first growing season <input type="checkbox"/> Check/clean outlets/overflows and weirs from debris <input type="checkbox"/> Check plants for pest damage or disease <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants	
Semi-Annually (spring and fall)	<input type="checkbox"/> Check roof and building interior for leaks from mechanical equipment and structural deficiencies to waterproof membrane <input type="checkbox"/> Add bark mulch	
Annually	<input type="checkbox"/> Cut perennial plantings at end of growing season; divide grasses and perennials to prevent overcrowding (fall) <input type="checkbox"/> Check outlet/overflow drain; check infiltration and flow-through rates (0.5"/hr) <input type="checkbox"/> Check pH of infiltration/planting soil (<5.2 add limestone; >7.0 add iron sulfate plus sulfur) <input type="checkbox"/> Replace mulch. Minimum every 3 years <input type="checkbox"/> Remove accumulated sediment and replace with approved soil mix, bark mulch, and vegetation (> 25% ponding depth) <input type="checkbox"/> Remove trees/shrubs and replace with smaller specimens (10-25 years) (intensive green roof)	
Upon Failure	<input type="checkbox"/> Redesign and reconstruct	

INFILTRATION PRACTICE (TRENCH) MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Check infiltration rate (< 3"/hr) <input type="checkbox"/> Mow or trim grassed edge of trench; remove clippings to prevent clogging <input type="checkbox"/> Check observation well for clogging; clean subsurface drain	
Monthly (during growing season)	<input type="checkbox"/> Remove trash, debris, and sediment	
Semi-Annually (spring & fall)	<input type="checkbox"/> Check/clean gutters and downspouts <input type="checkbox"/> Check/clean pre-treatment BMPs or diversion structures for clogging, sediment/debris accumulation, or structural damage	
Annually	<input type="checkbox"/> Check/clean silt trap and intermediate sump pump (if applicable)	
Upon Failure	<input type="checkbox"/> Replace filter from roof drain <input type="checkbox"/> Remove and install clean, washed trench aggregate; trench walls should be excavated to expose clean soil; replace filter fabric and piping	

PERVIOUS PAVEMENT MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Repair potholes and patch cracks <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and unwanted grass including grass clippings and vegetation trimmings from adjacent landscaped areas <input type="checkbox"/> Sweep or vacuum more frequently depending on traffic, sediment, and debris <input type="checkbox"/> Monitor infiltration rate (20"/hr)	
Monthly (during growing season)	<input type="checkbox"/> Remove trash, debris, and sediment	
Semi-Annually (spring & fall)	<input type="checkbox"/> Monitor infiltration rate (20"/hr) <input type="checkbox"/> Sweep or vacuum; pressure wash (concrete pavement only) <input type="checkbox"/> Clean inlets draining to subsurface bed and subsurface drain <input type="checkbox"/> Check overflow outlet for clogging	
Annually	<input type="checkbox"/> Check and replenish lost aggregate between pavers <input type="checkbox"/> Check and reseed grassed pavers	
Upon Failure	<input type="checkbox"/> Remove existing pervious pavement and aggregate, wash and/or replace and reinstall per manufacture specifications	

PLANTER BOX / TREE BOX MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Irrigate if plants appear wilted or unhealthy; replace dead plants <input type="checkbox"/> Check for sediment clogging the drain and other pipes <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants <input type="checkbox"/> Replace bark mulch on bare, exposed soil	
Monthly (during growing season)	<input type="checkbox"/> Irrigate 1" water/week during the first growing season; stake/tie younger trees <input type="checkbox"/> Check/clean inlets and outlets/overflows and curb cuts from debris <input type="checkbox"/> Check plants for pest damage or disease; remove weeds and invasive plants <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Sweep surrounding area	
Semi-Annually (spring & fall)	<input type="checkbox"/> Check stakes and ties on trees; replace if worn or damaged <input type="checkbox"/> Prune/trim vegetation <input type="checkbox"/> Add bark mulch	
Annually	<input type="checkbox"/> Cut perennial planting; divide grasses and perennials to prevent overcrowding (fall) <input type="checkbox"/> Check infiltration and flow-through rates (0.5"/hr) <input type="checkbox"/> Check pH of infiltration/planting soil (<5.2 add limestone; >7.0 add iron sulfate plus sulfur) <input type="checkbox"/> Replace mulch every 3 years (min) <input type="checkbox"/> Remove accumulated sediment and replace with approved soil mix, bark mulch, and vegetation (> 25% ponding depth) <input type="checkbox"/> Replace trees and shrubs with smaller specimens (10-25 years)	
Upon Failure	<input type="checkbox"/> Redesign and reconstruct	

RAINWATER HARVESTING MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Check/ clean sediment or debris from within the tank <input type="checkbox"/> Check/clean diverts, cleanout plugs, screens, seals, covers, and overflow pipes; repair and replace damaged components <input type="checkbox"/> Empty tank when full (within 48 hrs) <input type="checkbox"/> Replace components and/or tank if leaking	
Monthly (during growing season)	<input type="checkbox"/> Remove trash, debris, and sediment from inlet, screen, and outlet	
Semi-Annually (spring & fall)	<input type="checkbox"/> Check and clean with brush; disinfect tank <input type="checkbox"/> Check pump	
Annually	<input type="checkbox"/> Pressure wash area draining to system <input type="checkbox"/> Flush and remove debris and sediment from tank <input type="checkbox"/> Replace pump on large systems (5 years)	
Upon Failure	<input type="checkbox"/> Contact manufacturer for corrective solution	

RIPARIAN RESTORATION & NATIVE REVEGETATION MAINTENANCE INSPECTION CHECKLIST

BMP Location:	Inspector's Remarks:
Overall Condition (circle one): <i>ACCEPTABLE</i> <i>UNACCEPTABLE</i>	
Inspection Date:	

FREQUENCY	MAINTENANCE ACTIVITY	COMMENTS
As Needed & Following > 1" Rainfall	<input type="checkbox"/> Irrigate if plants appear wilted or unhealthy; replace dead plants <input type="checkbox"/> Check for erosion and slope stability; repair with additional plant material similar to original and/or small stones for stability <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants <input type="checkbox"/> Replace bark mulch on bare, exposed soil	
Monthly (during growing season)	<input type="checkbox"/> Irrigate 1" water/week during the first growing season <input type="checkbox"/> Check plants for pest damage or disease <input type="checkbox"/> Remove trash, debris, and sediment <input type="checkbox"/> Remove weeds and invasive plants	
Semi-Annually (spring & fall)	<input type="checkbox"/> Check for erosion, embankment failure, and sediment accumulation <input type="checkbox"/> Prune/trim plants <input type="checkbox"/> Mow or spot apply herbicide (until canopy and/or vegetation established) <input type="checkbox"/> Redefine landward edge <input type="checkbox"/> Add bark mulch	
Annually	<input type="checkbox"/> Prescribed burn (prairie only) end of second year OR mow to very close to ground; remove plant debris from site to expose soil to sun; repeat on 2 to 5 year cycle	
Upon Failure	<input type="checkbox"/> Redesign and reconstruct	