

Bioretention Checklist for Annual Maintenance Inspection

BMP ID:	Date:
Site/Project Name:	

Important Note: It should be noted that the items included in this inspection checklist are not an exhaustive list of inspection items for any specific structural control (Stormwater BMP). As each BMP is different, perform a comprehensive inspection of the facility and list all items found during the inspection on the inspection checklist, even though all may not be listed on this checklist.

Checklist Key

FF	Fully Functional (No Problems Found) = Pass for Inspection
MFI	Minor Functional Issues, Pass for Inspection
PF	Partially Functional (Repairs Needed) = Fail the Inspection
NF	Not Functional (Repairs Needed) = Fail the Inspection
N/A	Not Applicable

1. **Minor Functional Issues (MFIs)** can be corrected during routine maintenance throughout the year.
2. **Partially Functional (PF)** and **Not Functional (NF)** status for any checklist components requires a failed inspection. BMP inspector will re-visit the site for a follow-up inspection to ensure deficiencies are repaired.

Assessment	Code Status (Select Only One (✓))					Comments
	FF	MFI	PF	NF	N/A	

INFLOW POINTS

Obstruction vegetation/debris/sediment						
Erosion/undercutting						
Overall structural condition						
Displacement/blockage of inlet or rip-rap, aprons, fabric, etc.						
Pipe condition						
Other/Comments						

PERIMETER/SIDE SLOPES/EMBANKMENT

Sediment/debris accumulation						
Bare soil/erosion on side slopes						
Wooded vegetation						
Side slopes maintained/mowed						
Other/Comments						

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Assessment	Code Status <i>(Select Only One (✓))</i>					Comments
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PRE-TREATMENT AREA (FOREBAY, GRASS SWALES /VERGES, & GRAVEL)						
Sediment/debris accumulation						
Erosion/gullies present						
Invasive vegetation						
Flow bypassing pretreatment						
Other/Comments						
BIORETENTION CELL						
<i>Note: Replace dead, diseased, or dying plants as necessary per approved design or most recent plans.</i>						
Overgrown vegetation (requires pruning)						
Diseased, dead, or lack of vegetation.						
Mulch is decomposed or Displaced (3-in min layer)						
Soils/mulch clogged with sediment						
Ponding duration/proper infiltration (evidence of dead plants/wetland vegetation)						
Bare or eroded areas in grass cells						
Other/Comments						
OUTLET DEVICE						
Obstructed pipe, trash rack, or draw-down device						
Erosion/undercutting						
Joint failure/loss of joint material, soil piping						
Overall structural condition						
Sediment in pipe						
Displacement/blockage of outlet or rip-rap, aprons, fabric, etc.						
Underdrains						

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Inspection Results:

PASS / CERTIFIED

INSPECTION FOUND NO PROBLEMS, AS IT RELATES TO THE FUNCTIONALITY OR PUBLIC SAFETY ASPECTS OF THE BMP.

PASS / CERTIFIED/MINOR ISSUES WHICH CAN BE CORRECTED THROUGH ROUTINE YEAR ROUND MAINTENANCE

INSPECTION FOUND MINOR PROBLEMS THAT ARE NOT HAVING AN IMPACT ON THE CURRENT FUNCTIONALITY OR PUBLIC SAFETY ASPECTS OF THE FACILITY. HOWEVER, LEAVING THESE PROBLEMS UNADDRESSED WILL IMPAIR THE BMP LONG TERM FUNCTIONALITY.

FAIL (REPAIRS CAN BE COMPLETED WITHIN 90 DAYS)

INSPECTION FOUND APPARENT PROBLEMS WHICH NEED IMMEDIATE ATTENTION. COMPLETE THE REPAIR AND/OR MAINTENANCE ITEMS NOTED ON THIS INSPECTION CHECKLIST WITHIN 90-DAYS. A RE-INSPECTION PRIOR TO OR AT THE 90-DAY INTERVAL WILL BE CONDUCTED TO ENSURE REPAIRS ARE MADE. FAILURE TO REPAIR THE STORMWATER BMP AFTER 90-DAYS WILL RESULT IN ENFORCEMENT ACTIONS.

FAIL (REPAIR PLAN MUST BE INITIATED WITHIN 30 DAYS)

INSPECTION FOUND THE BMP NOT FUNCTIONAL AND IN A MANNER THAT SIGNIFICANTLY DIFFERS (NEGATIVELY) FROM THE ORIGINAL DESIGN PLANS, OR IS IN A STATE OF DISREPAIR OR FUNCTIONAL FAILURE. A REPAIR PLAN INCLUDING THE REPAIRS NOTED ON THIS INSPECTION CHECKLIST SHALL BE CREATED IMMEDIATELY. REPAIR PLANS NOT CREATED IMMEDIATELY WILL RESULT IN ENFORCEMENT ACTIONS. INIATE THE REPAIR PLAN WITHIN 30 DAYS. A RE-INSPECTION AT THE 30 DAY INTERVAL WILL BE CONDUCTED TO ENSURE THE REPAIR PLAN IS INITIATED. FAILURE TO INITIATE THE REPAIR PLAN TO THE STORMWATER BMP AFTER 30 DAYS WILL RESULT IN ENFORCEMENT ACTIONS.

Inspection Signature:

Based upon my inspection of this Stormwater BMP, I hereby certify that to the best of my knowledge, the Stormwater Best Management Practice inspected is (CHECK ONE ONLY)

IN COMPLIANCE

NOT IN COMPLIANCE

with the original or most recent approved design plans, maintenance standards, and the terms and conditions of the approved Operations and Maintenance Agreement (if applicable).

Signature

Inspection by (print): _____

Signature: _____

Date: _____