**Constructed Wetlands Inspections and Maintenance Checklist**

Site Name: Owner Change since last inspection? Y N

Location:

Owner Name:

Address Phone Number

Site Status:

Date: Time: Site conditions:

Constructed Wetland Type: ED Wetland  Pocket Wetland  Wetland 

*Inspection Frequency Key: A=annual; M=monthly; S=after major storms*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Inspection Items** | **Inspection Frequency** | **Inspected? (Yes/No)** | **Maintenance Needed? (Yes/No)** | **Comments/Description** |
|  | | | | |
| **Embankment and Emergency Spillway** | | | | |
| Vegetation healthy? | *A/S* |  |  |  |
| Erosion on embankment? | *A/S* |  |  |  |
| Animal burrows in embankment? | *A/S* |  |  |  |
| Cracking, sliding, bulging of dam? | *A/S* |  |  |  |
| Drains blocked or not functioning? | *A/S* |  |  |  |
| Leaks or seeps on embankment? | *A/S* |  |  |  |
| Slope protection failure functional? | *A/S* |  |  |  |
| Emergency spillway obstructed? | *A/S* |  |  |  |
| Erosion in/around emergency spillway? | *A/S* |  |  |  |
| Other (describe) | *A/S* |  |  |  |
| **Riser and Principal Spillway** |  |  |  | (describe type: concrete pipe, slotted weir,  channel, etc.) |
| Low-flow orifice functional? | *A/S* |  |  |  |
| Trash rack  (Debris removal needed? Corrosion noted?) | *A/S* |  |  |  |
| Sediment buildup in riser? | *A* |  |  |  |
| Concrete/masonry condition (Cracks or  displacement? Spalling?) | *A* |  |  |  |
| Metal pipe in good condition? | *A* |  |  |  |
| Control valve operation? | *A* |  |  |  |
| Pond drain valve operation? | *A* |  |  |  |
| Outfall channels function, not eroding? | *A* |  |  |  |
| Other (describe) | *A* |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Inspection Items** | **Inspection Frequency** | **Inspected? (Yes/No)** | **Maintenance** **Needed? (Yes/No)** | **Comments/Description** |
|  | | | | |
| **Sediment Forebays** | | | | |
| Sedimentation description |  |  |  |  |
| Sediment cleanout needed (over 50 percent  full)? | *A/S* |  |  |  |
| **Constructed Wetland Ponding Areas** | | | | |
| Wetland vegetation present and healthy? | *M* |  |  |  |
| Vegetation removal needed? | *A/M* |  |  |  |
| Floatable debris removal needed? | *M* |  |  |  |
| Visible pollution? | *M* |  |  |  |
| Shoreline problem? | *M* |  |  |  |
| Erosion at outfalls into pond? | *M* |  |  |  |
| Headwalls and endwalls in good condition? | *M* |  |  |  |
| Encroachment into pond or easement area? | *M* |  |  |  |
| **Hazards** | | | | |
| Have there been complaints from  residents? | *M* |  |  |  |
| Public hazards noted? | *M* |  |  |  |

Inspector Comments:

**Overall Condition of Facility**:  Acceptable  Unacceptable

# If any of the above Inspection Items are checked “Yes” for “Maintenance Needed,” list Maintenance actions and their completion dates below:

|  |  |
| --- | --- |
| **Maintenance Action Needed** | **Due Date** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

The next routine inspection is scheduled for approximately:

(date) **Inspected by: (signature) Inspected by: (printed)**