**Water Quality Swale 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:

*Inspection Frequency Key: A=annual (required); M=monthly (recommended); S=after major storms (recommended)*

Comments/Description

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Inspection Items | Inspection Frequency | Inspected? (Yes/No) | Maintenance Needed? (Yes/No) |  |
| **Pre-Treatment Area** | | | | |
| Area free of debris? | *A/M* |  |  |  |
| Standing water longer than 24 hours after a storm event? | *A/S* |  |  |  |
| Bare soil or erosion? | *M/S* |  |  |  |
| Excessive landscape waste/yard clippings? | *A/M* |  |  |  |
| **Inlet/Outlet Structures** | | | | |
| Inlets provide stable conveyance into the  facility? | *A* |  |  |  |
| Evidence of erosion at or around inlet? | *A* |  |  |  |
| If connected to extended detention, is  outlet to pond functioning properly? | *A* |  |  |  |
| Other | *A* |  |  |  |
| **Basin** | | | | |
| Adjacent area fully stabilized (no evidence  of eroding material into Bioretention area)? | *A* |  |  |  |
| Adequate media layer present? | *A* |  |  |  |
| Plant composition according to approved plan? | *A* |  |  |  |
| Invasive species/weeds present? | *A* |  |  |  |

Comments/Description

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Inspection Items | Inspection Frequency | Inspected? (Yes/No) | Maintenance Needed? (Yes/No) |  |
| Dead vegetation or exposed soil present? | *A* |  |  |  |
| Maintenance access to facility? | *A* |  |  |  |
| Excessive trash/debris/sediment? | *A* |  |  |  |
| Evidence of erosion? | *A* |  |  |  |
| Evidence of standing water (Ponding, Noticeable Odors, Water Stains, Algae)? | *A/M* |  |  |  |
| If underdrain system, is it broken or  clogged? | *A/M* |  |  |  |
| Overflow structure free of blockage and  operating properly? | *A* |  |  |  |
| Other | *A* |  |  |  |
| **Hazards** | | | | |
| Have there been complaints from  residents? | *A/M* |  |  |  |
| Public hazards noted? | *A/M* |  |  |  |
| Mosquito proliferation? | *A/M* |  |  |  |
| Is there encroachment on pervious area or easement by buildings or other structures? | *A/S* |  |  |  |

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)**