

### Stormwater Pond Inspections and Maintenance Checklist

Site Name: \_\_\_\_\_ Owner Change since last inspection? \_\_\_\_\_

Location: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Site Status: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Site conditions: \_\_\_\_\_

Stormwater Pond Type: Wet Pond  Wet Extended Detention Pond  Micropool Pond   
Multiple Pond System  Dry Pond

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

Inspection Items	Inspection Frequency	Inspected? (Yes/No)	Maintenance Needed? (Yes/No)	Comments/Description
<b>Embankment and Emergency Spillway</b>				
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			
<b>Outlet Structure, Riser, and Spillway</b>				(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, and are free of erosion, undercutting, rip-rap displacement, wood growth, etc?	A			
Other (describe)	A			
<b>Sediment Forebays</b>				
Sedimentation description				
Sediment cleanout needed (over 50 % full)	A/S			

Inspection Items	Inspection Frequency	Inspected? (Yes/No)	Maintenance Needed? (Yes/No)	Comments/Description
<b>Contributing Drainage Area</b>				
Banks upstream and downstream free of sloughing , animal burrows, boggy areas, woody growth and gully erosion?	A/M			
Excessive trash, debris, erosion or landscaping waste?	A/M			
<b>Permanent Pool Areas (if applicable)</b>				
Undesirable vegetation growth?	A/M			
Visible pollution?	A/M			
Shoreline erosion?	A/M			
Erosion at outfalls into pond?	A/M			
Headwalls and endwalls in good condition?	A/M			
Encroachment into pond or easement area by other activities?	A/M			
Evidence of sediment accumulation?	A			
<b>Dry Pond Areas (if applicable)</b>				
Vegetation adequate?	A/M			
Undesirable vegetation or woody plant growth?	A/M			
Excessive sedimentation?	A			
<b>Hazards</b>				
Have there been complaints from residents?	A/M			
Public hazards noted?	A/M			
Maintenance accesses free of hazards and fully operational?	A/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)** \_\_\_\_\_