

Retention Basin Inspection Checklist*

Project Location: _____

Date/Time: _____

Inspector: _____

Maintenance Item	Satisfactory/ Unsatisfactory	Recommended Inspection Frequency	Comments
Inlet/Outlet			
Structural integrity of inlet/outlet		A	
Inlet/outlet clear of debris		M	
Overflow spillway or catch basin clear of debris		M	
Erosion control at inlet in place (e.g., rock, mat)/ evidence of erosion		A	
Erosion control at outlet in place/evidence of erosion		A	
Inspect/clean catch basin upstream of BMP		Every 5 years	
Pretreatment for Sediment (Generally consists of catch basin or velocity dissipater at inlet such as area of riprap/collection for sediment			
Device functioning to trap sediment		A	
Remove accumulated sediment		A	
Overall functionality			
Ensure bioretention area is functioning properly (professional civil engineer is recommended)		A	
Bioretention area surface			
Evidence of sedimentation in BMP		A	
Does sediment accumulation currently require removal		A	
Debris in BMP		M	
Evidence of erosion present		A	
Does good vegetative cover exist?		A	
Mulch covers entire area (no voids) and to specified thickness		A	
Optional considerations			
Inspect BMP for invasive species.		A	

Inspection frequency key — A = Annual, M = Monthly, S = After major storm

* Prior to field inspection, it is recommended to review the as-built plans.

Maintenance Item	Satisfactory/ Unsatisfactory	Recommended Inspection Frequency	Comments
Qualified professional applicator selectively herbicide invasive species		A	
Increase plant diversity by planting additional vegetation		A	
Complaints from residents (note on back)		A	

Inspection frequency key — A = Annual, M = Monthly, S = After major storm

* Prior to field inspection, it is recommended to review the as-built plans.

Summary

Inspector's remarks:

Overall condition of facility (acceptable or unacceptable): _____

Dates any maintenance must be completed by: _____