

Bioretention Checklist for Annual SCM Maintenance Certification

City of Durham, North Carolina

Facility ID:	<input style="width: 90%;" type="text"/>	Date	<input style="width: 90%;" type="text"/>
SCM Site/Project Name:	<input style="width: 95%;" type="text"/>		

Important Note: It shall be noted that the items included in this inspection checklist are not an exhaustive list of inspection items for any particular facility. As each facility is different, the City looks to the professional inspecting the facility to 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 to begin with.

Checklist Status Codes

Fully Functional (No Problems Found) = Pass for Inspection
Minor Functional Issues, However Pass for Inspection **Refer to checklist status code notes below*
Partially Functional (Repairs Needed) = Fail the Inspection
Not Functional (Repairs Needed) = Fail the Inspection
Monitor **Refer to checklist status code notes below*
Not Applicable

***Checklist Status Code Notes:**

1. *Minor Functional Issues (MFIs) shall be corrected during routine maintenance throughout the year. In addition, BMCs shall revise the facility's operation and maintenance (O&M) manual accordingly to address each MFI. BMCs shall verify whether each MFI was resolved during subsequent annual inspections and indicate results on next year's annual inspections report.*
2. *For items checked Monitor, BMCs shall revise the facility's O&M manual with frequency of monitoring needed and include actions to be taken (if any). Please describe in the additional comments section, as needed.*

Assessment	Status	Comments
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INFLOW POINTS

Obstruction: vegetation/debris/sediment		
Erosion/undercutting		
Overall structural condition (Stilling basin, weir, diffuse flow, etc.)		
Displacement/blockage of inlet or rip-rap, aprons, fabric, etc.		
Pipe condition		
Other (describe)		

PERIMETER/SIDE SLOPES/EMBANKMENT

Sediment/debris accumulation		
Bare soil/erosion on side slopes		
Woody vegetation		

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Assessment	Status	Comments
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PERIMETER/SIDE SLOPES/EMBANKMENT (CONTINUED)

Invasive vegetation		
Side slopes maintained/mowed		
Other (describe)		

PRE-TREATMENT AREA (FOREBAY, GRASS SWALES /VERGES, & GRAVEL)

Sediment/debris accumulation		
Erosion/gullies present		
Invasive vegetation		
Flow bypassing pretreatment		
Other (describe)		

BIORETENTION CELL
<i>Note: Replace dead, diseased, or dying plants as necessary per approved design or most recent plans.</i>

Overgrown vegetation (requires pruning)		
Plantings/required vegetation (diseased, dead, dying, etc.)		
Mulch is decomposed or displaced		
Soils/mulch clogged with sediment		
Ponding duration/proper infiltration (evidence of dead plants/wetland vegetation)		
Bare or eroded areas in grass cells		

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Assessment	Status	Comments
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BIORETENTION CELL (CONTINUED)

Note: Replace dead, diseased, or dying plants as necessary per approved design or most recent plans.

Other (describe)		
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OUTLET DEVICE

Obstructed pipe, trash rack, or draw-down orifice		
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		

MISCELLANEOUS

Trash/debris		
Access		
Evidence of routine maintenance		
Other (describe)		

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PHOTOGRAPHS: Attach low-resolution (500 KB or less), digital color photographs of the site and SCM features. Include captions describing the photographs.

<i>Click above to add photo</i>	<i>Click above to add photo</i>
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Photo 1: <input style="width:95%" type="text"/>	Photo 2: <input style="width:95%" type="text"/>
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<i>Click above to add photo</i>	<i>Click above to add photo</i>
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Photo 3: <input style="width:95%" type="text"/>	Photo 4: <input style="width:95%" type="text"/>
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INSPECTION RESULTS

The results of this inspection are as follows:

- PASS / CERTIFIED**
CHECK APPLICABLE BOX: IF THIS IS AFTER AN ENGINEERING MODIFICATION REPORT OR INITIAL FAILURE
INSPECTION FOUND NO PROBLEMS, AS IT RELATES TO THE FUNCTIONALITY OR PUBLIC SAFETY ASPECTS OF THE FACILITY.
- 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 UNADDRESSED THESE PROBLEMS WILL IMPAIR THE DEVICE'S LONG TERM FUNCTIONALITY. MINOR PROBLEMS SHALL BE NOTED IN THE O&M MANUAL AS SUCH, MUST BE ADDRESSED THROUGH ROUTINE MAINTENANCE, AND VERIFIED AT THE NEXT ANNUAL INSPECTION.
- FAIL (REPAIRS CAN BE COMPLETED WITHIN 90 DAYS)**
INSPECTION FOUND APARENT PROBLEMS WHICH NEED IMMEDIATE ATTENTION. COMPLETE THE REPAIR AND/OR MAINTENANCE ITEMS INDICATED IN THE SEALED IMPLEMENTATION SCHEDULE WITHIN 90 DAYS OF THE DATE OF THIS REPORT. RE-INSPECTION AND CERTIFICATION PRIOR TO OR AT THE 90 DAY INTERVAL WILL FOLLOW SATISFACTORY COMPLETION OF ALL REPAIRS AND MAINTENANCE. REPORTS NOT RECEIVED AFTER 90 DAYS WILL AUTOMATICALLY DEFAULT INTO ENFORCEMENT ACTIONS.
- FAIL (REPAIRS CANNOT BE COMPLETED WITHIN 90 DAYS - EMR REQUIRED)**
INSPECTION FOUND THAT THE FACILITY WAS NOT COMPLETED, OR WAS "COMPLETED" IN A MANNER THAT SIGNIFICANTLY DIFFERS (NEGATIVELY) FROM THAT DETAILED IN THE ORIGINAL DESIGN PLANS, OR IS IN SUCH A STATE OF DISREPAIR OR FUNCTIONAL FAILURE THAT A CERTIFICATION CANNOT BE REASONABLY PROVIDED WITHIN 90 DAYS FROM THE DATE OF THE INSPECTION. SUBMIT ENGINEERING MODIFICATION REPORT (EMR) PER REQUIREMENTS FOUND AT:
[HTTP://DURHAMNC.GOV/ICH/OP/PWD/STORM/PAGES/BMP-ANNUAL-MAINTENANCE-CERTIFICATION-AND-AS-BUILT-CERTIFICATION-PROGRAMS.ASPX](http://DURHAMNC.GOV/ICH/OP/PWD/STORM/PAGES/BMP-ANNUAL-MAINTENANCE-CERTIFICATION-AND-AS-BUILT-CERTIFICATION-PROGRAMS.ASPX)

Certification:

Based upon my inspection of this constructed SCM facility on , I hereby certify that the facility's functional and public safety aspects are (CHECK ONE ONLY) **IN COMPLIANCE** **NOT IN COMPLIANCE** with the original or most recent approved design plans, and the City of Durham's operation and maintenance standards.

Seal/Signature

Inspection by:

Click area above to attach digital signature

Click above to affix electronic seal