TOWN OF Ashland VIRGINIA

BMP INSPECTION CHECKLIST

Property Owner: _____
Site Name: _____
Parcel ID# (PIN): _____
Engineer Evaluator's Name: _____
PE Registration #: _____
Inspection Date: _____
Description of BMP: _____

DETENTION, RETENTION AND IMPOUNDMENT BMPs

I. Embankment

	OK	Repair	N/A
A. Crest			
1. No visible settlement			
2. No visible misalignment			
3. No visible cracking			
B. Upstream			
1. No erosion			
2. Adequate groundcover			
3. No trees, shrubs, etc.			
4. No cracks, settlements, or bulges			
5. No rodent holes			
C. Downstream Slope			
1. No erosion			
2. Adequate groundcover			
3. No trees, shrubs, etc.			
4. No cracks, settlements, or bulges			
5. No rodent holes			
D. Abutments			
1. No erosion			
2. No seepage			
3. No cracks			
E. Drainage, Seepage Control			
1. Internal drains flowing			
2. No seepage at toe of slope			

II. Emergency Spillway

	OK	Repair	N/A
1. No eroding or backcutting			
2. Not obstructed			

3. No leaking			
4. Operational			

III. Principal Spillway Barrel

	OK	Repair	N/A
1. No seepage into conduit			
2. No debris present			
3. No displaced or offset joints			

IV. Outlet Protection/Stilling Basin

	OK	Repair	N/A
1. Not obstructed			
2. Adequate riprap			
3. No undercutting at outlet			
4. No outlet channel scour			

V. Basin & Upland Buffer Area

	OK	Repair	N/A
A. Low Flow Channel			
1. No erosion			
2. Adequate vegetation			
3. Not obstructed			
B. Basin Bottom & Side Slopes			
1. No erosion			
2. Adequate stabilization			
3. No sediment accumulation			
4. No floating debris			
5. High water marks			
6. Shoreline protection			
C. Inflow & Outflow Channels/Pipes			
1. No erosion			
2. Adequate stabilization			
3. No undercutting			
D. Sediment Forebay			
1. Sediment accumulation			
2. Stable overflow into basin			
E. Other			
1. Upland landscaping adequate and thriving			
2. Aquatic landscaping adequate and thriving			

INFILTRATION BMPs

I. Debris Cleanout

	OK	Repair	N/A
1. Contributing areas clean of debris			
2. Filtration facility clean of debris			
3. Inlets and outlets clean of debris			

II. Vegetation

	OK	Repair	N/A
1. Contributing drainage area stabilized			
2. No evidence of erosion			
3. Area moved and clippings removed			

III. Clogging

	OK	Repair	N/A
1. No evidence of surface clogging			
2. Observations well clear of water within 48 hours of storm event			

IV. Structural Components

	OK	Repair	N/A
1. No evidence of structural deterioration			
2. Any grates are in good condition			
3. No evidence of spalling or cracking of structural parts			

V. Outlets/Overflow Spillway & Channels

	OK	Repair	N/A
1. Good condition, no need for repair			
2. No evidence of erosion (if draining into a natural channel)			

VI. Overall Function of Facility

	OK	Repair	N/A
1. No evidence of flow bypassing facility			
2. No standing water			

INTERMITTENT SAND FILTER

I. Debris Cleanout

	OK	Repair	N/A
1. Contributing areas clean of debris			
2. Filtration facility clean of debris			
3. Inlets and outlets clear or debris			

II. Vegetation

	OK	Repair	N/A
1. Contributing drainage are stabilized			
2. No evidence of erosion			
3. Area mowed and clippings removed			

III. Oil & Grease

	OK	Repair	N/A
1. No evidence of filter surface clogging			
2. Activities in drainage area minimize oil and grease entry			

IV. Water Retention Where Required

	OK	Repair	N/A
1. Water holding chambers at normal pool			
2. No evidence of leakage			

V. Sediment Deposition

	OK	Repair	N/A
1. Filtration chamber clean of sediments			
2. Water chambers not more than half full of sediments			

VI. Structural Components

	OK	Repair	N/A
1. No evidence of structural deterioration			
2. Any grates are in good condition			
3. No evidence of spalling or cracking of structural parts			

VII. Outlets/Overflow Spillway and Channels

	OK	Repair	N/A
1. Good condition, no need for repair			
2. No evidence of erosion (if draining into a natural channel)			

VIII. Overall Function of Facility

	OK	Repair	N/A
1. No evidence of bypassing facility			
2. No noticeable odors outside of facility			

VIIII. Pump (Where Applicable)

	OK	Repair	N/A
1. Catalog cuts and wiring diagram for pump available			
2. waterproof conduits for wiring appear to be intact			
3. Panel box is well marked			
4. No evidence of pump failure (excess water in pump well, etc.)			

BIORETENTION

I. Debris Cleanout

	OK	Repair	N/A
1. Contributing areas clean of debris			
2. Bioretention facility clean of debris			
3. Inlets and outlets clear of debris			

II. Drainage Area Stabilization

	OK	Repair	N/A
1. Contributing drainage area stabilized			
2. No evidence of erosion			
3. Area mowed and clippings removed			

III. Oil & Grease

	OK	Repair	N/A
1. No evidence of filter surface clogging			
2. Activities in drainage area minimize oil & grease entry			

IV. Overflow Structure

	OK	Repair	N/A
1. Overflow grate/throat clear of debris			
2. Any grates are in good condition			
3. No evidence of erosion (if draining into a natural channel)			

V. Bioretention Planting Soil

	OK	Repair	N/A
1. No evidence of planting soil erosion			
2. Bioretention basin clear of sediments			

VI. Organic Layer

	OK	Repair	N/A
1. Mulch covers entire area (NO voids) and to specified thickness			
2. Mulch is in good condition			

VII. Plants*

	OK	Repair	N/A
1. Specified number and types of plants are still in place.			
2. No dead or diseased plants			
3. No evidence of plant stress from inadequate watering			
4. No evidence of deficient stakes or wires			

*Note: Diseased plants must be treated by a qualified professional. Deficient stakes or wires must be replaced. Dead plants diseased beyond treatment must be replaced by plants meeting original design specifications. New plants must be watered every day for the first 14 days after planting. Reinspections must be scheduled to occur following this period.

OFF THE SHELF BMPs

(e.g. Filterra, StormFilter, Etc.)

Provide the Town with a copy of the maintenance agreement, and provide documentation from the maintenance contractor of the inspection and any maintenance that was performed.

ACTION TO BE TAKEN

If "Repair" is checked for any of the above items, submit a Repair Plan to the Town that describes the all maintenance the Engineer deems necessary in order to ensure the Facility functions in accordance with its design and the Approved Plans. The Repair Plan shall also include a schedule for performing the work.

If the Owner fails to correct defects in a timely manner, the Town shall issue a written notice to the Owner requesting correction of these defects. The Owner will then be required to correct the defects within fourteen (14) days. If the corrections are not made in 14 days, the Town may enter upon the Property and take whatever reasonable steps it deems necessary to so maintain the Facility. In the event the Town performs work or expends any funds for the maintenance of the Facility, including labor, equipment, supplies and materials, the Owner shall reimburse the Town, within ten (10) days after the Town gives the Owner written notice of such expenditures.

Inspection conducted by (print name): _____

Engineer's seal, signature, and date.