**Wetland Inspection Checklist**

**[Note: a separate form must be used for each BMP]**

BMP Name and Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deed Book and Page Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspection Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspection Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspector Address/Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspection Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(choose from Final Construction, Maintenance Bond, Annual Compliance, Routine Maintenance, Follow-up, or Other Inspection)

**Compliance Status Information (if applicable)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Notice Issued** | **Notice Date** | **Required Compliance Date** | **Actual Compliance Date** |
| Notice of Violation (NOV) |  |  |  |
| Notice of Violation with Penalty (NOVP) |  |  |  |

**Major inspection/maintenance elements of wetlands are:**

* All fill embankments must be kept free of woody materials and burrow holes (deter destructive wildlife).
* All fill embankments must be structurally stable.
* Replace wetland vegetation to maintain at least 90% surface area coverage.
* Monitor sediment accumulation and remove when vegetation survival is less than 90% total coverage. The top few inches of sediment should be stockpiled so that it can be replaced over the surface of the wetland so re-establishment of vegetation is provided by its own seed bank.
* Prevention of clogging of outlet control device
* Prevention of piping of concentrated flow around the outlet pipe
* Vegetation in special zones is needed to prevent geese and to allow vegetative uptake of pollutants
* Vegetation should be properly maintained to prevent weeds from becoming unmanageable and to improve the appearance (remove invasive vegetation). Cat tails must be removed.
* Adequate access must be provided for inspection/maintenance

**High Priority Corrective Actions** in the Inspection Table below include those actions that have the potential to cause structure failure, functional failure, harm to the public or the environment as determined by a professional engineer or registered landscape architect and should be repaired immediately. Examples of these High Priority items may include (but not limited to):

* Potential bank failures (presence of woody vegetation, burrow holes, sloughing, etc.)
* Outlet structure bypass, blockage, or failure
* Significant oil sheen that could indicate a petroleum product release
* Greater than 50% decline in approved vegetation coverage that could indicate plant disease or improper water levels

| **Wetland Inspection Checklist** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Maintenance Item** | **Corrective Action Required** | | | **Continue Ongoing Maintenance** | **Recommended**  **Frequency** | **Comments/Actions Required** |
| **High Priority**  **(0-30days)** | **Priority**  **(30-45 days)** | **Not Accessible** |
| **1. Debris Cleanup** |  |  |  |  |  |  |
| Clear of trash and debris |  |  |  |  | M |  |
| 1. **Vegetation Management** |  |  |  |  |  |  |
| Banks/ surrounding areas mowed |  |  |  |  | M |  |
| Unwanted vegetation present (replant semi-annually to maintain design densities) |  |  |  |  | M |  |
| Condition of wetland plants |  |  |  |  | M |  |
| 1. **Erosion** |  |  |  |  |  |  |
| Evidence of soil erosion on banks or contributing drainage areas and outlet |  |  |  |  | M |  |
| 1. **Sedimentation** |  |  |  |  |  |  |
| Forebay sediment inspection (clean out every 7 years or when 50% full) |  |  |  |  | M |  |
| Sedimentation level in wetland (clean out every 20 years or when plants are being impacted) |  |  |  |  | Y |  |
| 1. **Energy dissipators** |  |  |  |  |  |  |
| Condition of dissipators at inlets |  |  |  |  | Y |  |
| Condition of dissipators at outfall |  |  |  |  | Y |  |
| 1. **Inlet** |  |  |  |  |  |  |
| Condition of pip and / or swale (cracks, leaks, sedimentation, woody vegetation) |  |  |  |  | M |  |
| **7. Outlet** |  |  |  |  |  |  |
| Condition of orifice (drawdown device) |  |  |  |  | M |  |
| Condition of outlet |  |  |  |  | M |  |
| **8. Mechanical devices** |  |  |  |  |  |  |
| Inspection of all valves, etc. (should be exercised yearly) |  |  |  |  | Y |  |
| **9. Visual water inspection** |  |  |  |  |  |  |
| Appearance of water ( i.e. sheen, muddy, oily, clear, algae, etc.) |  |  |  |  | M |  |
| Water level maintained at permanent pool |  |  |  |  | Y |  |
| Mosquito larvae |  |  |  |  | M |  |
| **10. Dam / Embankment** |  |  |  |  |  |  |
| Seepage through embankment |  |  |  |  | Y |  |
| Woody vegetation on embankment |  |  |  |  | Y |  |
| **11. Additional Comments** |  | | | | | |

W=Weekly, M=Monthly, Q=Quarterly, Y=Yearly

**I do hereby certify that I conducted an inspection of the BMP described herein. I further certify that at the time of my inspection said BMP was performing properly and was in compliance with the approved plans and the terms and conditions of the approved maintenance agreement required by the Post-Construction Storm Water Ordinance.**

**Certification:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Inspector’s Signature Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Professional Engineer’s Signature Date**

**(Professional seal)**

Note: The Post-Construction Storm Water Ordinance requires that inspections be conducted of all BMPs beginning within one (1) year from the date of the approved as-built certification and each year thereafter and that these inspections be completed by a North Carolina Professional Engineer. All inspections must be documented, signed, sealed, and submitted using this form.

The completed inspection form should be emailed to [JRappe@Stallingsnc.org](mailto:JRappe@Stallingsnc.org) or a paper copy submitted to:



Storm Water Administrator

Town of Stallings

315 Stallings Road

Stallings, NC 28104