



**Town of Bluffton
Wet Pond/Wetland
Maintenance Inspection Checklist**

BMP ID _____

Date and Time: _____

Site/ Project Name _____

Location: _____

Inspection Results: (Check Only One)	
<input type="checkbox"/>	Fully Functional (No Problems Found During Inspection)
<input type="checkbox"/>	Minor Functional Issues (Can be corrected during routine maintenance throughout the year)
<input type="checkbox"/>	Partially Functional*
<input type="checkbox"/>	Not Functional*

*BMP inspector will re-visit the site for a follow-up inspection to ensure deficiencies noted in this inspection checklist are completed and submit an updated inspection report to the Town of Bluffton within 60 days.

<i>Key Questions</i>		
Item	X	Comments
1. Type of stormwater practice (check all that apply)		
a. Stormwater wetland basin	<input type="checkbox"/>	
b. Stormwater multi-cell wetland or	<input type="checkbox"/>	
c. Subsurface gravel wetland	<input type="checkbox"/>	
d. Wet pond	<input type="checkbox"/>	
d. Other	<input type="checkbox"/>	Type: _____
2. Type of pretreatment facility (check all that apply) <i>Pretreatment must be provided</i>		
a. Sediment forebay	<input type="checkbox"/>	
b. Other	<input type="checkbox"/>	Type: _____

A. Contributing Drainage Area	
0 = Good condition. Well maintained, no action required.	
1 = Moderate condition. Adequately maintained, routine maintenance needed.	
2 = Degraded condition. Poorly maintained, routine maintenance and repair needed.	
3 = Serious condition. Immediate need for repair or replacement.	
<input type="checkbox"/>	Inspected
<input type="checkbox"/>	Not Inspected
Item	Comments
1. Excessive trash/debris	0 1 2 3 N/A
2. Bare/exposed soil	0 1 2 3 N/A
3. Evidence of erosion	0 1 2 3 N/A
4. Excessive landscape waste/yard clippings	0 1 2 3 N/A
5. Oils, greases, paints and other harmful substances disposed of in drainage area.	0 1 2 3 N/A

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B. Pretreatment

0 = Good condition. Well maintained, no action required.
 1 = Moderate condition. Adequately maintained, routine maintenance needed.
 2 = Degraded condition. Poorly maintained, routine maintenance and repair needed.
 3 = Serious condition. Immediate need for repair or replacement.

<input type="checkbox"/>	Inspected
<input type="checkbox"/>	Not Inspected

	Item					Comments
1.	Maintenance access to pretreatment facility	0	1	2	3	N/A
2.	Excessive trash/debris accumulation	0	1	2	3	N/A
3.	Excessive sediment accumulation	0	1	2	3	N/A Sediment marker reading:
4.	Evidence of clogging	0	1	2	3	N/A
5.	Dead vegetation/exposed soil	0	1	2	3	N/A
6.	Evidence of erosion	0	1	2	3	N/A

C. Inlets

0 = Good condition. Well maintained, no action required.
 1 = Moderate condition. Adequately maintained, routine maintenance needed.
 2 = Degraded condition. Poorly maintained, routine maintenance and repair needed.
 3 = Serious condition. Immediate need for repair or replacement.

<input type="checkbox"/>	Inspected
<input type="checkbox"/>	Not Inspected

	Item					Comments
1.	Inlets provide stable conveyance into	0	1	2	3	N/A
2.	Excessive trash/debris/sediment	0	1	2	3	N/A
3.	Evidence of erosion at/around inlet	0	1	2	3	N/A
4.	Damaged pipes or components	0	1	2	3	N/A
5.	Inflow hindered by soil height, build up of sediment and/or grass	0	1	2	3	N/A
6.	Asphalt/concrete crumbling at inlets	0	1	2	3	N/A

D. Practice

0 = Good condition. Well maintained, no action required.
 1 = Moderate condition. Adequately maintained, routine maintenance needed.
 2 = Degraded condition. Poorly maintained, routine maintenance and repair needed.
 3 = Serious condition. Immediate need for repair or replacement.

<input type="checkbox"/>	Inspected
<input type="checkbox"/>	Not Inspected

	Item					Comments
1.	Maintenance access to practice	0	1	2	3	N/A
2.	Sediment accumulation	0	1	2	3	N/A
	Bathymetric study recommended					
3.	Abnormally high or low water levels	0	1	2	3	N/A Cause:

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4. Evidence of pollution/hotspot runoff	0	1	2	3	N/A	Cause:
5. Berm(s)/embankment(s)	0	1	2	3	N/A	
a. Cracking, bulging, or sloughing	0	1	2	3	N/A	
b. Soft spots or sinkholes	0	1	2	3	N/A	
c. Evidence of erosion/bare spots	0	1	2	3	N/A	
d. Evidence of animal burrows	0	1	2	3	N/A	
e. Presence of woody vegetation	0	1	2	3	N/A	
6. Riser/outlet	0	1	2	3	N/A	Type of riser:
a. Maintenance access to riser	0	1	2	3	N/A	
b. Structural condition of riser	0	1	2	3	N/A	
c. Condition of joints	0	1	2	3	N/A	
d. Trash/debris accumulation	0	1	2	3	N/A	
e. Woody growth within 5 ft. of outlet	0	1	2	3	N/A	
f. Emergency spillway eroding, or failing	0	1	2	3	N/A	
7. Low flow orifice	0	1	2	3	N/A	
a. Trash/debris accumulation	0	1	2	3	N/A	
b. Adjustable control valve accessible and operational	0	1	2	3	N/A	
8. Pond drain (underdrain) system (if applicable)	0	1	2	3	N/A	
a. Broken	0	1	2	3	N/A	
b. Clogged	0	1	2	3	N/A	
c. Adjustable control valve accessible and operational	0	1	2	3	N/A	
9. Vegetation	0	1	2	3	N/A	
a. Plant composition consistent with approved plans	0	1	2	3	N/A	
b. Presence of invasive species/weeds	0	1	2	3	N/A	
c. Dead vegetation/exposed soil	0	1	2	3	N/A	
d. Reinforcement planting recommended	0	1	2	3	N/A	

E. Outlets						
0 = Good condition. Well maintained, no action required.						
1 = Moderate condition. Adequately maintained, routine maintenance needed.						
2 = Degraded condition. Poorly maintained, routine maintenance and repair needed.						
3 = Serious condition. Immediate need for repair or replacement.						
<input type="checkbox"/>	Inspected					
<input type="checkbox"/>	Not Inspected					
	Item					Comments
1.	Outlets provide stable conveyance out of practice	0	1	2	3	N/A
2.	Excessive trash/debris/sediment accumulation at outlet	0	1	2	3	N/A
3.	Evidence of erosion at/around outlet/outfall	0	1	2	3	N/A

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<i>Photographs (minimum of five (5) photographs required)</i>	
Photo ID	Description
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

<i>Sketch of practice</i>
(note problem areas)