

Bioretention Inspection Checklist

This inspection checklist and the example shown in the enclosed Inspection and Maintenance Log are provided to guide you in identifying the functional components of the bioretention facility located on your property and in recording any maintenance-related activities you perform on this facility. Typical maintenance items are identified below. If the answers to any of these maintenance items differ from the ones provided, maintenance activities should be performed to correct any issues and clearly recorded on the Inspection and Maintenance Log. The bioretention facility should be inspected at least two times a year, once in the spring and once in the fall, by a qualified representative of the owner or qualified owner familiar with the design and maintenance requirements of the bioretention facility. The plans included in your package provide more details about the specific facility components.

Ponding Area and Plantings

This is the portion of the bioretention facility designed to temporarily hold water after a storm to allow for infiltration. The location is shown on the approved facility plans. The approved plans also specify the required plantings and groundcover materials to be installed within the ponding area.

- Is the ponding area footprint in conformance with approved plan? Answer should be 'Yes'.
- Is there standing water in the basin after 2-3 days of dry weather? Answer should be 'No'.
- Are the required plantings present and healthy? Answer should be 'Yes'.
- Is mulch cover maintained to 2-3 inches? Answer should be 'Yes'.
- Is there any trash, debris, or sediment present? Answer should be 'No'.
- Are there any bare spots or eroded areas present? Answer should be 'No'.
- Are there any unauthorized plantings present? Answer should be 'No'.

Observation Well

If required on the approved plan, this is a vertical PVC pipe installed within the bioretention ponding area, with a few inches of pipe and a screw-on cap visible at the ground surface.

- Is the observation well cap present? Answer should be 'Yes'.
- Can the observation well cap be easily opened? Answer should be 'Yes'.
- Is there water present in the observation well? Answer should be 'No'.
- Is there any trash, debris, or sediment present in the observation well? Answer should be 'No'.



AN OVERALL VIEW OF A BIORETENTION FACILITY.

The PONDING AREA consists of the area with mulch, trees, and shrubs. The OBSERVATION WELL is the white pipe with the cap.



BIORETENTION FACILITY showing the ponding area, mulch layer, trees, shrubs, and overflow containment berm; the **INFLOW** is the grass area located to the right of the ponding area.

Overflow Containment Berm

If required on the approved plan, this is a visible above-ground portion of the bioretention area, usually between 3" and 12" tall and grass-covered and is typically located on one or more sides of the facility.

- Is the overflow containment berm provided in conformance with the approved plan? Answer should be 'Yes'.
- Are there any bare spots or eroded areas present? Answer should be 'No'.

Inflow

This is the method by which water flows into the bioretention facility, which typically consists of roof drain downspouts and overland sheet flow (e.g. flow from driveways, sidewalks and yards).

- Is the flow from the roof drains towards the infiltration trench, either above or below ground, in conformance with the approved plan? Answer should be 'Yes'.
- Is the flow from the overland sheet flow towards the infiltration trench, either above or below ground, in conformance with the approved plan? Answer should be 'Yes'.

