



## **WET PONDS INSPECTION & MAINTENANCE CHECKLIST**

### **INTRODUCTION**

Once construction is completed, periodic site inspections are essential in order to monitor the effectiveness and to anticipate the maintenance needs of the BMP. When conducting inspections, attention should be given not only to the BMP installed for stormwater control, but also to the conveyance system carrying runoff to the BMP and the receiving channel immediately downstream of the BMP. The conveyance channel, curbing and/or storm sewer that convey flow to the BMP or, by design, intentionally divert flows around it are all considered BMP components and must function as intended.

Bioretention facilities shall be inspected and cleaned up annually, preferably during the Spring. During the first 6 months following construction of a bioretention facility, the site shall be inspected at least twice after storm events that exceed 1/2-inch of rainfall. Watering is needed once a week during the first 2 months following installation, and then as needed during the first growing season (April-October), depending upon rainfall. If vegetation needs to be replaced, one-time spot fertilization may be needed, preferably using an organic rather than a chemical fertilizer.

Routine maintenance such as grass mowing, weeding, trash removal, mulch raking and maintenance, erosion repair, reinforcement plantings, tree and shrub pruning, and sediment removal shall be performed as necessary.

The checklists shall be signed, dated, and maintained at an accessible location with an official representative of the homeowners association, the individual or company contracted for maintenance, or the owner.



## WET PONDS PRACTICES: O&M CHECKLIST

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

Inspector \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Date BMP Placed in Service \_\_\_\_\_

Date of Last Inspection \_\_\_\_\_

Owner/Owner's Representative \_\_\_\_\_

Town Project Number \_\_\_\_\_

As-Built Plans available: Y / N

Facility Type: Level 1 \_\_\_\_\_ Level 2 \_\_\_\_\_

During the first 6 months following construction, the pond should be inspected twice after storm events that exceed 1/2 inch of rainfall. The aquatic benches shuld be planted with emergent wetland species, consistent with the Wet Pond design specifications. Bare or eroding areas in the CDA or around the pond buffer should be stabilized immediately with grass cover. Trees planted in the buffer need to be watered every 3 days for the first month, and then weekly during the remainder of the first growing season (April-October), depending on rainfall. Due to typical vegetation survival problems, it is typical to plan and budget for a round of reinforcement planting during the second growing season after construction. Wet Ponds should be inspected and cleaned up annually.

Pond Characteristics and functions: Water quality treatment

- Extended detention included
- Channel protection
- Ties into groundwater
- Single cell pond
- Multiple-cell pond system
- Pond with one or more wetland cells

Hydraulic Configuration:

- On-line facility
- Off-line facility

Type of Pre-Treatment Facility:

- Sediment forebay (above ground)
- Sedimentation chamber
- Plunge pool
- Stone diaphragm
- Grass filter strip
- Grass channel
- Other: \_\_\_\_\_

Inspection Summary



THE PLACE TO BE.  
**CHRISTIANSBURG VA**  
DEPARTMENTS OF ENGINEERING,  
PLANNING & BUILDING INSPECTIONS

100 East Main Street  
Christiansburg, VA 24073  
p: (540) 382-6120  
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Element of BMP	Potential Problem	Problem? Y / N	Investigate? Y / N	Repaired? Y / N	How to Fix Problem	Who Will Address Problem	Comments
Contributing Drainage Area	Adequate vegetation				Supplement as needed	Owner	
	There is excessive trash and debris				Remove immediately.	Owner or professional	
	There is evidence of erosion and/or bare or exposed soil				Stabilize immediately.	Owner or professional	
	There are excessive landscape waste and yard clippings				Remove immediately and recycle or compost	Owner or professional	
Pre-Treatment	There is adequate access to the pre-treatment facility				Establish adequate access	Professional and, perhaps, the locality	
	There is excessive trash and debris				Remove immediately.	Owner or professional	
	There is evidence of erosion and/or exposed soil.				Immediately identify and correct the cause of the erosion and stabilize the eroded or bare area.	Owner or professional	
	Sediment deposits are 50% or more of forebay capacity.				Dredge the sediment to restore the design capacity; sediment should be dredged from forebays at least every 5-7 years, and earlier if performance is being affected.	Professional	
	The sediment marker is not vertical.				Adjust the sediment depth marker to a vertical alignment	Professional	
	There is evidence of clogging				Clear blockages of the riser or orifice(s) and make other adjustments needed to meet the approved design specifications	Professional	
	There is dead vegetation				Revegetate, as needed	Owner or professional	



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Inlet	The inlet provides a stable conveyance into the pond				Stabilize immediately, as needed, and clear blockages.	Owner or professional	
	There is excessive trash, debris, or sediment.				Remove immediately	Owner or professional	
	There is evidence of erosion/undercutting at or around the inlet				Repair erosion damage and restabilize	Owner or professional	
	There is cracking, bulging, erosion or sloughing of the forebay dam.				Repair and restabilize immediately.	Professional	
	There is woody growth on the forebay dam.				Remove within 2 weeks of discovery.	Professional	
	There is evidence of nuisance animals.				Animal burrows must be backfilled and compacted. Burrowing animals should be humanely removed from the area.	Professional	
	There is more than 1 inch of settlement.				Add fill material and compact the soil to the design grade	Owner or Professional	
Vegetation	The inlet alignment is incorrect.				Correct immediately.	Owner or Professional	
	Plant composition is consistent with the approved plans				Determine if existing plant materials are consistent with the general Wet Pond design criteria, and replace inconsistent species.	Professional	
	Vegetation is dead or reinforcement planting is needed.				Remove and replace dead or dying vegetation.	Professional	
	Invasive species are present.				Remove invasive species immediately and replace vegetation as needed.	Professional	
	Trees planted in the buffer and on wetland islands and peninsulas need watering during the first growing season				Consider watering every 3 days for first month, and then weekly during first year (April – October), depending on rainfall.	Owner or professional	
Permanent Pool and Side Slopes	Grass around the facility is overgrown				Mow (at least twice a year) to a height of 4"-9" high and remove grass clippings	Owner or professional	
	There is excessive trash and/or debris.				Remove immediately	Owner or professional	
	There is evidence of sparse vegetative cover, erosion or slumping side slopes.				Repair and stabilize physical damage, and reseed or plant additional vegetation.	Owner or professional	
	There is evidence of nuisance animals.				Animal burrows must be backfilled and compacted. Remove burrowing animals humanely from the area.		
	There is significant sediment accumulation.				Conduct a bathymetric study to determine the impact to design volumes, and dredge if necessary.	Professional	



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Riser/Principle Spillway and Low-Flow Orifice(s)	There is adequate access to the riser for maintenance.				Establish adequate access	Professional and, perhaps, the locality	
	Pieces of the riser are deteriorating, misaligned, broken or missing.				Repair immediately.	Professional	
	Adjustable control valves are accessible and operational.				Repair, as needed.	Professional	
	Reverse-slope pipes and flashboard risers are in good condition.				Repair, as needed.	Professional	
	There is evidence of clogging				Clear blockages of the riser or orifice(s) and make other adjustments needed to meet the approved design specs.	Professional	
	Seepage into conduit				Seal the conduit	Professional	
	There is excessive trash, debris, or other obstructions in the trash rack.				Remove immediately.	Owner or professional	
Dam/ Embankment and Abutments	There is sparse veg. cover, settlement, cracking, bulging, misalignment, erosion rills deeper than 2 inches, or sloughing of the dam.				Repair and restabilize immediately, especially after major storms.	Professional	
	There are soft spots, seepage, boggy areas or sinkholes present.				Reinforce, fill and stabilize immediately.		
	There is evidence of nuisance animals.				Animal burrows must be backfilled and compacted. Burrowing animals should be humanely removed from area.		
	There is woody vegetation on the embankment.				Removal of woody species near or on the embankment and maintenance access areas should be done when discovered, but at least every 2 years.		
Overflow/ Emergency Spillway	There is woody growth on the spillway.				Removal of woody species near or on the emergency spillway should be done when discovered, but at least every 2 years.	Owner or professional	
	There is excessive trash, debris, or other obstructions.				Remove immediately.	Owner or professional	
	There is evidence of erosion/backcutting				Repair erosion damage and reseed	Owner or professional	
	There are soft spots, seepage or sinkholes.				Reinforce, fill and stabilize immediately.	Owner or professional	
	Only one layer of stone armoring exists above the native soil.				Reinforce rip-rap or other armoring materials.	Professional	



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Outlet	The outlet provides a stable conveyance from the pond.				Stabilize immediately, as needed, and clear blockages.	Owner or professional	
	There is woody growth within 5 feet of the outlet pipe barrel.				Prune vegetation back to leave a clear discharge area.	Owner or Professional	
	There is excessive trash, debris, or other obstructions.				Remove immediately.	Owner or professional	
	There are excessive sediment deposits at the outlet.				Remove sediment.	Professional	
	Discharge is causing undercutting, erosion or displaced rip-rap at or around the outlet.				Repair, reinforce or replace rip rap as needed, and restabilize.	Professional	
Overall	Access to the facility or its components is adequate.				Establish adequate access. Remove woody vegetation and debris that may block access. Ensure that hardware can be opened and operated.	Professional and, perhaps, the locality	
	Fences are inadequate				Collapsed fences must be restored to an upright position. Jagged edges and damaged fences must be repaired or replaced.	Professional	
	Water levels in one or more cells are abnormally high or low.				Clear blockages of the riser or orifice(s) and make other adjustments needed to meet the approved design specifications.	Professional	
	Complaints from local residents				Correct real problems.	Owner or professional	
	Mosquito proliferation				Eliminate stagnant pools and stock the basin with mosquito fish to provide natural mosquito & midge control. Treat for mosquitoes as needed. If spraying, then use mosquito larvicide, (e.g., Bacillus thurendensis or Altosid formulations) <i>only if absolutely necessary</i> .	Owner or professional	
	Encroachment on the pond or easement by buildings or other structures				Inform involved property owners of BMPs status ; clearly mark the boundaries of the receiving pervious area, as needed	Owner or professional (and perhaps the locality)	
	Safety signage is not adequate.				Provide sufficient, legible safety signage.	Owner or professional	