

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
DETENTION BASINS**

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____
 BMP Location: _____
 Responsible Party: _____
 Phone Number: _____ Email: _____
 Responsible Party Address: _____
Number Street Name & Suffix City/Zip

Check here for Address or phone number change

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the permit year (March 16 – March 15), and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and a description of the maintenance. **REFER TO THE BACK OF THIS SHEET FOR MORE INFORMATION DESCRIBING TYPICAL MAINTENANCE INDICATORS AND MAINTENANCE ACTIVITIES.** If no maintenance was required based on the inspection results, state "no maintenance required."

What to Look For?	Date Inspected	Results of Inspection: Work Needed? (Yes/No)	Date Maintenance Completed and Description of Maintenance Conducted
Accumulation of Sediment, Litter, Grease			
Standing Water			
Erosion			
Gopher Holes			
Overgrown Vegetation			
Poor Vegetation Establishment			
Obstructed Inlet/Outlet			
Structural Damage			

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to:

Municipality Name
 BMP O&M Verification Forms
Address
 City, State, Zip **OR**
 Email: XXXXXXXXXXXXXXXXXXXXXXXXXX

Signature of Responsible Party **Print Name** **Date**

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DETENTION BASINS-SIDE 2**

These larger-scale facilities remove pollutants by detaining runoff in a settling pool long enough for some of the particulates to settle to the bottom. The following list of typical maintenance indicators and maintenance activities for detention basins is included for your reference. **This guide sheet provides general indicators for maintenance only and for a wide array of treatment control BMPs. Your developer prepared maintenance plans specifically for your treatment control BMP as an appendix to the Stormwater Management Plan. Also, if you have a manufactured structure, please refer to the manufacturer's maintenance instructions.**

Typical Maintenance Indicators	Typical Maintenance Actions
Poor vegetation establishment	Re-seed, re-establish vegetation.
Overgrown vegetation and invasive plants, or presence of woody plants or vegetation over 12 inches in height	Mow or trim as appropriate and remove invasive plants.
Erosion due to concentrated irrigation flow	Repair/re-seed eroded areas and adjust the irrigation system.
Erosion due to concentrated stormwater runoff flow	Repair/re-seed eroded areas and make appropriate corrective measures such as adding erosion control blankets, adding stone at flow entry points, or re-grading where necessary.
Gopher holes	Repair/re-seed holes and make appropriate corrective measures to prevent rodent activity.
Accumulation of sediment (generally 10% of design capacity), litter, or debris	Remove and properly dispose of accumulated materials, without damage to the vegetation. Dredge accumulated sediment. This may be required every five to 15 years, and more frequently if there are excess sources of sediment (as may occur on newly constructed sites where soils are not yet stabilized). Dredging is usually a major project requiring mechanized equipment. The work will include an initial survey of depths and elevations; sediment sampling and testing; removal, transport, and disposal of accumulated sediment, and reestablishment of original design grades and sections. Permits may be required.
Standing water (BMP not draining) If mosquito larvae are present and persistent, contact the XXXXXXXXXXXXXXXXXXXX. Mosquito larvicides should be applied only when absolutely necessary and then only by a licensed individual or contractor.	Abate any potential vectors by filling holes in the ground in and around the pond and by insuring that there are no areas where water stands longer than 96 hours following a storm.
Obstructed inlet or outlet structure	Clear obstructions.
Damage to structural components such as weirs, inlet, or outlet structures	Remove any debris or sediment that could plug the outlets. Identify and correct any sources of sediment and debris. Check rocks or other armoring and replace as necessary.
Where cisterns or other manufactured detention systems are used	Before spring and after rain events: Remove sediment and debris from screens and overflow drains and downspouts/outflows; ensure pumps are functioning, where applicable; check integrity of mosquito screens where applicable; and check that covers are properly seated and locked. See manufacturer's recommendations.