

Private Stormwater BMP Maintenance Checklist



Date Maintenance Finished:	
Operator Name:	
Operator Email:	
Description/Type of BMP:	
BMP Location:	City ID for BMP:

MAINTENANCE CHECKLIST

Any items from "Inspection Checklist" that require follow-up must be completed and documented.

Complete a separate checklist for EACH private stormwater BMP.

Maintenance Complete (date)	Item	Notes
	Repair erosion/damage on side slopes and/or around inlets and outlets.	
	Repair any damaged/failing structures (e.g., flared-end sections, standpipes, drain tiles, concrete aprons).	
	Clean any pre-treatment areas (e.g., forebay, sump, filter strip, rip rap).	
	All flowing or standing water and adjacent areas looks and smells normal.	
	Maintain basin. Remove any sediment, trash and/or debris.	
	Paved surfaces draining to basin swept and kept free of sediment and debris.	
	Loosen, aerate or replace soils to ensure water infiltrates within 48 hours.	
	Remove any dead vegetation, trim live vegetation if needed, and remove weeds.	
	Add wood mulch to keep 3" depth or replace mulch, as applicable.	
	Replace dead plants/vegetation. Manage native vegetation through mowing, spot spraying weeds and/or prescribed burning. Water as needed.	
	BMP functions as designed. Any hazards to the public resolved.	
	Take at least 2 photos of BMP after maintenance. Submit with this form to City.	

Additional Notes: