

9-C.3.0. SHEET FLOW TO VEGETATED FILTER AREAS AND CONSERVED OPEN SPACE: O&M CHECKLIST

Inspection Date _____
 Project _____ Site Plan/Permit Number _____
 Location _____ Date BMP Placed in Service _____
 Date of Last Inspection _____ Inspector _____
 Owner/Owner's Representative _____
 As-Built Plans available: Y / N

Facility Type: Level 1 _____ Level 2 _____

Ideally, these BMP areas should be inspected annually, with the inspection conducted during the non-growing season when it is easier to observe the flow path. Once established, vegetated filter strips have minimal maintenance needs outside of the Spring clean up: regular mowing, repair of check dams and other measures to maintain the hydraulic efficiency of the filter strip and a dense, healthy grass cover. Grass filter strips and boundary zones must be mowed at least twice a year to prevent woody growth. A conservation easement may be required to ensure that the vegetated filter strip area and any newly established or restored forest cover may not be cleared. Also, a responsible party should ensure that routine forest improvements are made over time (i.e., thinning, invasive plant removal, etc.).

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	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	
Inlet	Inlets provide stable conveyance into facility				Stabilize immediately, as needed.	Owner or professional	
	Excessive trash / debris / sediment accumulation at the inlet				Remove trash and debris immediately	Owner	
	Evidence of erosion at / around the inlet				Correct the source problem and stabilize immediately	Owner or professional	
Channel	Scour and erosion are present within the vegetated filter area				Sediments are to be cleaned out of Level Spreader forebays and flow splitters	Owner or professional	
	Debris and sediment build-up is present at the top of the vegetated filter area				Check conveyance(s) to the filter area for trouble spots and correct any problems immediately. Manually remove the deposited sediment.	Owner or professional	
Gravel Diaphragm	Foot or vehicular traffic is compromising the gravel diaphragm.				Block foot and vehicular traffic. Re-stabilize the area immediately.	Professional	

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Level Spreader	The level spreader is performing properly. Flows are not concentrating on the down-gradient side of the element				Search the spreader for chips, cracks, or any other fundamental compromise of the structure. Repair immediately.	Professional	
	There is excessive landscape waste and yard clippings				Remove immediately.	Owner or professional	
Vegetation	Vegetative density is less than 90% cover in the boundary zone or grass filter				Reseed and fertilize (if necessary) the exposed soil	Owner or professional	
	The plant composition is consistent with the approved plans				Make a judgment regarding whether plants need to be replaced, and replace if necessary	Professional	
	Invasive species or weeds are present				Correctly destroy and/or remove the invasive species; make a judgment regarding whether other weeds need to be removed, and remove if necessary	Owner or professional	
	There is troublesome pest infestation				Use integrated pest management (IPM) techniques to minimize the use of pesticides and herbicides. Minimize use of organic (not chemical) fertilizer, as needed.	Owner or professional	
	There is dead vegetation and/or exposed soil				Reseed or replace dead vegetation on exposed soil areas	Owner or professional	
Overflow Area	Flows through the filter area short-circuit the overflow control section				Check that the structure is not clogged. If so, manually clean out debris immediately.	Owner or professional	
Outlet	The outlet provides stable conveyance away from the filter area				Stabilize immediately, as needed.	Professional	
Overall	There is adequate access to the level spreader and filter area				Establish adequate access	Professional	
	There is evidence of standing water				Fill in low spots and stabilize; correct flow problems causing ponding	Owner or professional	
	There is excessive trash and debris				Remove immediately	Owner or professional	

Element of BMP	Potential Problem	Problem? Y / N	Investigate? Y / N	Repaired? Y / N	How to Fix Problem	Who Will Address Problem	Comments
Overall (continued)	Mosquito proliferation				Eliminate stagnant pools and establish vegetation; treat for mosquitoes as needed. If sprays are considered, then a mosquito larvicide, such as Bacillus thurendensis or Altoside formulations can be applied <i>only if absolutely necessary</i> .	Owner or professional	
	Complaints from local residents				Correct real problems	Owner or professional	
	Encroachment on the filter area or easement by buildings/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)	