



Annual Inspection and Maintenance Reports for  
Stormwater Control Measures (SCMs)

**CONSTRUCTED WETLANDS**

*Important: Please note that this inspection checklist is not an exhaustive list of inspection items for any particular SCM. It is the responsibility of the professional inspecting the facility to perform a comprehensive inspection and to note additional items as necessary.*

**GENERAL INFORMATION**

Site Name:		Date:	
SCM Location:		SCM ID Number: (if applicable, per approved plans)	

**CODE KEY**

N/A = Not Applicable	M = Monitor; Minor Maintenance Needed (SCM is Functioning as Designed)
PASS = No Maintenance Needed; Functioning as Designed	FAIL = Maintenance Required; SCM <i>not</i> Functioning as Designed

**INFLOW POINTS**

ASSESSMENT	CODE	COMMENTS
Obstruction: Vegetation, Debris, Sediment, Other		
Velocity Dissipator Condition		
Structural Condition		
Pipe Condition		
Erosion or Undercutting		
Other (describe)		

**FOREBAY**

ASSESSMENT	CODE	COMMENTS
Sediment and Debris Accumulation		
Side Slope Erosion		
Invasive Vegetation		
Other (describe)		

**DEEP POOL, SHALLOW WATER AND SHALLOW LAND AREAS**

ASSESSMENT	CODE	COMMENTS
Shallow Land Flooded ( >5 Days After Storm)		
Sediment and Debris Accumulation		
Plants are Dead, Diseased or Dying (Replace Per Approved Plans. )		
Vegetation Length (Too Short/Too Long)		
Bare Soil and/or Erosive Gullies		
Invasive Vegetation (Estimate %)		
Algae Cover (Estimate %)		
Other (describe)		

**EMBANKMENT**

ASSESSMENT	CODE	COMMENTS
Erosion and/or Loss of Dam Material		
Shrubs or Trees Present*		
Animal Burrows		
Soft or Boggy Areas		
Other (Describe)		

*\*The Town of Chapel Hill recommends that a dam specialist be consulted about established trees growing on the dam. The SCM owner may choose to leave established trees on the dam provided that they are not adversely affecting the SCM functionality or creating a nuisance. However, the Town does not assume any liability for future damage caused by the trees remaining on the dam.*

**OUTLET DEVICE**

ASSESSMENT	CODE	COMMENTS
Obstruction: Vegetation, Debris, Sediment, Other		
Structural Condition		
Velocity Dissipator Pad Condition		
Pipe Condition		
Orifice Condition		
Erosion or Undercutting		
High-flow Bypass		
Other (describe)		

**MISCELLANEOUS**

ASSESSMENT	CODE	COMMENTS
Trash or Debris		
Access		
Vandalism		
Fish or Wildlife Observations		
Signage		
Other (describe)		
Other (describe)		
Other (describe)		

**PHOTOGRAPHS**

*Please attach digital photographs of the site and each main component of the SCM with descriptive captions.*