



Storm Water Detention/Retention Structures – Annual Inspection Form

(RETURN CHECKLIST WITHIN 30 DAYS OF MAY 1st DUE DATE ANNUALLY)

If you have any questions regarding this checklist, please call the City of Berea Engineering Dept. at 440/826-5814.

Basin/Property Owner: _____

Basin/Structure Maintainer (usually owner): _____

Basin/Property Address: _____

Phone Number of Owner and Maintainer: _____

Basin/Structure Type (circle choice or write in below):
 Rain Garden/Bioretenation; Wet Detention; Dry Detention; Other: _____

Inspection Date: _____

ANNUAL INSPECTION ITEMS

Circle "Yes" or "No" for all items below

- | | | | |
|----|--|-----|----|
| A. | HAS DEBRIS OR TRASH ACCUMULATED IN BASIN OR STRUCTURE? | YES | NO |
| B. | ARE NOXIOUS WEEDS PRESENT ? | YES | NO |
| C. | IS THERE EXPOSED SOIL NOT COVERED WITH VEGETATION, MULCH OR OTHER NON-ERODABLE MATERIAL? | YES | NO |
| D. | IS ALGAE OR STAGNANT MOISTURE PRESENT IN BASIN OR STRUCTURE? | YES | NO |
| E. | ARE UNPLEASANT ODORS EMERGING FROM BASIN OR STRUCTURE? | YES | NO |
| F. | HAS SEDIMENT ACCUMULATED IN BASIN OR STRUCTURE? | YES | NO |
| G. | IS SOIL EROSION PRESENT ALONG STANDING OR MOVING SURFACE WATER? | YES | NO |
| H. | IS SOIL EROSION PRESENT AT BASIN SIDES, INLET OR OUTLET? | YES | NO |
| I. | ARE HOLES PRESENT FROM ANIMALS OR UNDESIRABLE SOIL LOSS? | YES | NO |
| J. | ARE WET OR SOGGY AREAS PRESENT THAT PREVENT DESIRED VEGETATION FROM GROWING? | YES | NO |
| K. | IS RUNOFF ENTERING OR LEAVING THE BASIN OR STRUCTURE IN A MANNER THAT PREVENTS PROPER FUNCTION OF ITS INFLOW OR OUTFLOW SYSTEMS? | YES | NO |
| L. | DOES FLOW OUT OF BASIN OR STRUCTURE OCCUR IN A MANNER THAT CREATES EROSION OR DAMAGE TO ADJACENT PROPERTY? | YES | NO |
| M. | ARE THE BASIN OR STRUCTURE FUNCTIONS IMPAIRED? | YES | NO |
| N. | OTHER ITEMS AND COMMENTS: _____ | | |
| O. | CORRECTIVE MEASURES FOR ALL YES ANSWERS ABOVE: _____ | | |

*** PLEASE PROVIDE PHOTOGRAPHS OF ALL COMPONENTS OF THE BASIN *
 THESE SHALL BE IN .JPG FORMAT ON A CD**

- A. **ASSESSMENT OF ANY PIPE, RIPRAP AND STRUCTURES PRESENT:**
 (i.e. IS THERE A NEED FOR REPLACEMENT OR MAINTENANCE OF BASIN OR STRUCTURE COMPONENTS?)
- _____

- B. **GENERAL ASSESSMENT OF THE BASIN OR STRUCTURE:**
 (i.e. DOES THE BASIN OR STRUCTURE APPEAR TO FUNCTION PROPERLY? MODIFICATIONS RECOMMENDED FOR IMPROVED FUNCTION?) _____

- C. **PRINCIPAL SPILLWAY, EMERGENCY SPILLWAY, EMBANKMENT, FLOWWAYS, SAFETY FEATURES**
 (ACCESS EASEMENTS & AQUATIC PLANTS – ARE THESE FEATURES FUNCTIONING PROPERLY?)

- D. **ASSESSMENT OF BASIN OR STRUCTURE ELEVATIONS:**
 (i.e. ARE CRITICAL INFLOW, OUTFLOW, OVERFLOW PATHS AND ELEVATIONS UNCHANGED FROM THE AS-BUILT PLANS?)
 (NOTE: THE ELEVATION REASONABLENESS CHECK IS INTENDED TO BE A VISUAL CHECK FOR LARGE SETTLEMENT, CHANNEL EROSION, OR BASIN MODIFICATIONS, AND NOT A REQUIREMENT FOR A SURVEY.)

- E. **ASSESSMENT OF BASIN OR STRUCTURE VOLUMES:**
 (i.e. IS THERE EVIDENCE OF BASIN CHANGES AFFECTING THE STORAGE VOLUME FROM THAT SHOWN ON THE AS-BUILT PLANS?)
 (NOTE: THE VOLUME REASONABLENESS CHECK IS INTENDED TO BE A VISUAL CHECK FOR LARGE ACCUMULATIONS OF SEDIMENT OR BASIN MODIFICATIONS AND NOT A REQUIREMENT FOR A SURVEY.)

- F. **ARE THERE ANY OBSTRUCTIONS TO ACCESS EASEMENTS?** _____
- G. **OTHER ITEMS AND COMMENTS:**

- H. **CORRECTIVE MEASURES NEEDED:**

(ATTACH ADDITIONAL PAGES IF NEEDED TO PROPERLY DOCUMENT INSPECTION ABOVE.)

INSPECTIONS: IF THE STRUCTURE HAS AN ODNR DIV. OF WATER PERMIT, THE STRUCTURE SHALL BE INSPECTED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF OHIO. ALL OTHER BASINS CAN BE INSPECTED BY A PROFESSIONAL ENGINEER, LOCAL SOIL & WATER CONSERVATION DISTRICT, CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL, OR A LANDSCAPE ARCHITECT.

THE INFORMATION PROVIDED IN THIS INSPECTION FORM IS AN ACCURATE AND CURRENT DESCRIPTION OF THE BASIN OR STRUCTURE AT THIS ADDRESS:

 SIGNATURE OF PERSON COMPLETING THIS FORM DATE

FIRM: _____

ADDRESS: _____

*INSPECTOR MUST SEAL OR CERTIFY
DOCUMENT HERE*

THIS INSPECTION FORM MUST BE RETURNED TO THE FOLLOWING ADDRESS ANNUALLY BY MAY 31st

**CITY OF BERA ENGINEERING DEPARTMENT
 11 BERA COMMONS, BERA, OHIO 44017
 PHONE: 440/826-5814**