



### Constructed Wetlands Inspections and Maintenance Checklist

Site Name: \_\_\_\_\_ Owner Change since last inspection? Y N

Location: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Site Status: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Site conditions: \_\_\_\_\_

Constructed Wetland Type:      ED Wetland       Pocket Wetland       Wetland

*Inspection Frequency Key: A=annual; M=monthly; S=after major storms*

Inspection Items	Inspection Frequency	Inspected? (Yes/No)	Maintenance Needed? (Yes/No)	Comments/Description
<b>Embankment and Emergency Spillway</b>				
Vegetation healthy?	A/S			
Erosion on embankment?	A/S			
Animal burrows in embankment?	A/S			
Cracking, sliding, bulging of dam?	A/S			
Drains blocked or not functioning?	A/S			
Leaks or seeps on embankment?	A/S			
Slope protection failure functional?	A/S			
Emergency spillway obstructed?	A/S			
Erosion in/around emergency spillway?	A/S			
Other (describe)	A/S			
<b>Riser and Principal Spillway</b>				(describe type: concrete pipe, slotted weir, channel, etc.)
Low-flow orifice functional?	A/S			
Trash rack (Debris removal needed? Corrosion noted?)	A/S			
Sediment buildup in riser?	A			
Concrete/masonry condition (Cracks or displacement? Spalling?)	A			
Metal pipe in good condition?	A			
Control valve operation?	A			
Pond drain valve operation?	A			
Outfall channels function, not eroding?	A			
Other (describe)	A			



Inspection Items	Inspection Frequency	Inspected? (Yes/No)	Maintenance Needed? (Yes/No)	Comments/Description
<b>Sediment Forebays</b>				
Sedimentation description				
Sediment cleanout needed (over 50 percent full)?	A/S			
<b>Constructed Wetland Ponding Areas</b>				
Wetland vegetation present and healthy?	M			
Vegetation removal needed?	A/M			
Floatable debris removal needed?	M			
Visible pollution?	M			
Shoreline problem?	M			
Erosion at outfalls into pond?	M			
Headwalls and endwalls in good condition?	M			
Encroachment into pond or easement area?	M			
<b>Hazards</b>				
Have there been complaints from residents?	M			
Public hazards noted?	M			

Inspector Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Overall Condition of Facility:**  Acceptable  Unacceptable

If any of the above Inspection Items are checked “Yes” for “Maintenance Needed,” list Maintenance actions and their completion dates below:

Maintenance Action Needed	Due Date

The next routine inspection is scheduled for approximately: \_\_\_\_\_  
 (date)

**Inspected by: (signature)** \_\_\_\_\_  
**Inspected by: (printed)** \_\_\_\_\_