

## **Appendix E**

Referencing IV.B.5.b.5  
"Maintenance Checklist and Inspection Form"

# Inspection and Maintenance Checklist

## Water Quality Basins (Ponds)

Date: \_\_\_\_\_

BMP ID: \_\_\_\_\_

Inspectors: \_\_\_\_\_

Contract #: \_\_\_\_\_

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

Nearest Distance  
 Intersection: \_\_\_\_\_ N W S E \_\_\_\_\_  
 Utility Pole #: \_\_\_\_\_ N W S E \_\_\_\_\_

Type of Inspection: (circle one) Storm Weekly Monthly Annual

	Issue	Condition to inspect for	Condition Exists (Y/N)	Comments	Photo ID
1	General	a Discharge water has obvious signs of poor water quality (clarity, odor, sedimentation, color, staining (iron-fixing OK))			
		b Trash or debris > 1 cubic foot (one standard size garbage can); Visual evidence of dumping			
		c Poisonous or nuisance vegetation or noxious weeds (Purple loosestrife, Phragmites, poison ivy/oak, Japanese Knotweed)			
		d Any evidence of oil, gasoline, contaminants or other pollutants			
		e Vegetation growth does not allow maintenance access or interferes with maintenance activity; Dead, diseased, or dying trees			
		f Vegetation growing in inlet/outlet pipe joints			
2	Side Slopes	a Rill erosion evident on slopes			
		b Unvegetated areas on slopes			
		c Eroded over 2-inches deep where causes of damage is still present or where there is potential for continued erosion			
3	Storage Area	a Areas of accumulated sediment > 6-inches OR affects inletting or outletting condition of basin			
		b Liner is visible and appears damaged			



**City of Warwick**  
**Department of Public Works**  
**Catch Basin/Drain Manhole Cleaning and Inspection Form**

**Location Information**

**Struct. ID:**  **Street:**  **Nearest House**   
**Inspection Date:**  **Inspector:**   
**Location:**

**Catch Basin Inspection Information**

**Cover Condition:**  Excellent  Good  Fair  Poor  Broken  
**Structure Condition:**  Excellent  Good  Fair  Poor  Broken  
**Casting Condition:**  Excellent  Good  Fair  Poor  Broken  
**Collar Condition:**  Excellent  Good  Fair  Poor  Broken

**Curb Inlet:**  Yes  No **Oil Hood:**  Yes  No **Work Needed:**  Yes  No

**Pipe Inspection Information**

**Pipes Cleaned:**  Yes  No  
**Overall Outlet Pipe Condition:**  Excellent  Good  Fair  Poor  Broken  
**Overall Inlet Pipe Condition:**  Excellent  Good  Fair  Poor  Broken

**Notes:**

**Sketch:**

FOREMAN'S REPORT

Job Description: CATCH BASIN CLEANING

Foreman: \_\_\_\_\_ Date: \_\_\_\_\_

Weather: \_\_\_\_\_

NAME	JOB CLASS	REG. HRS.	O.T. HRS	DBL HRS	WAGE RATE	TOTAL

EQUIPMENT/HOURS: H-75 \_\_\_\_\_ OTHER \_\_\_\_\_

LOCATION STREET NAME & NUMBER, INTERSECTION, OR FACILITY	Is water flowing in the basin?		AMOUNT OF MATERIAL IN BASIN PRIOR TO CLEANING				Notes
	YES	NO	EMPTY	LESS THAN HALF	MORE THAN HALF	FULL	

MATERIAL REMOVED: \_\_\_\_\_

NOTES: \_\_\_\_\_