

# Private Stormwater Best Management Practice (BMP) Inspection Checklist

Site Name and Address:
Owner Name:
Owner Address:
Date of Inspection:
Inspector Name:
Inspector Email:
Description/Type(s) of BMP:

*\*If you have a pond or underground infiltration system on your site, the inspection must be completed by an engineer*

**One inspection report must be submitted annually in accordance with the property's Stormwater Maintenance Agreement. The inspection must ensure proper functioning of entirety of the stormwater management/BMP facilities in accordance with City engineering standards, including all pipes, channels and other conveyances built to convey stormwater to the facility. Structures, improvements, and vegetation provided to control the quantity and quality of stormwater must also be inspected and maintained. The landowner is responsible for any costs associated with inspection and maintenance.**

If you (or a consultant you hire) have a different form that covers everything listed in this form you may use that instead, please refer to your Stormwater Maintenance Agreement with the City. Best Management Practices must be inspected annually, please submit checklists to the City of Lakeville Environmental Resources Department ([environmental@lakevillemn.gov](mailto:environmental@lakevillemn.gov)).

Maintenance activities range in terms of the level of effort and expertise required to perform them. Routine maintenance, such as mowing and removing debris or trash, is needed multiple times each year. More significant maintenance, such as removing accumulated sediment, is needed less frequently, but requires more skilled labor and special equipment. Inspection and repair of critical structural features such as embankments and risers need to be performed by a qualified professional (e.g., a structural engineer) that has experience in the construction, inspection, and repair of these features.

**Complete a separate checklist for EACH private stormwater BMP. If you select YES for any items, describe maintenance completed. Include a picture of each item identified as needing maintenance.**

Date Inspected	Item	Maintenance Required?	Notes
	Take at least 2 photos of the BMP before inspecting and submit with this form to the City.		
	Does the BMP function as designed?	Yes / No	
	Is there erosion/damage on side slopes and/or around inlets that requires repair?	Yes / No	
	Do any structures (flared-end sections, standpipes, drain tile, concrete aprons) require repair?	Yes / No	
	Do any pre-treatment areas (forebay, sump, filter strip, rock filter) have accumulated sediment or debris?	Yes / No	
	Is there anything in or around the BMP that looks or smells? <i>*If it appears to require immediate attention, call 9-1-1</i>	Yes / No	
	Is there an accumulation of sediment, trash and/or debris in the main/deepest part of the BMP?	Yes / No	
	Are paved surfaces draining to the basin free of sediment and debris?	Yes / No	
	Is water standing in the BMP more than 48 hours when it should be infiltration?	Yes / No	
	Does dead vegetation need to be removed trimmed, or maintained?	Yes / No	
	Is replanting of vegetation or seeding necessary?	Yes / No	

**Additional notes:**

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

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

Signature: \_\_\_\_\_

Title: \_\_\_\_\_