

**Stormwater Detention Basin - Maintenance Guide and Inspection Checklist**

Detention basins are designed to prevent flooding by capturing, holding, and slowly releasing stormwater runoff. Basins typically have a temporary pool and/or shallow wetland with a permanent pool. These basins may also help protect water quality in our streams by trapping sediment. This guide offers some recommendations for preventative inspections, corrective maintenance, and the frequency for each item to help you save money in the long run.

Regular inspection and maintenance of stormwater facilities is necessary to ensure effective and proper operation. It is the responsibility of the property owner to maintain all stormwater facilities in accordance with the approved plans and local laws.

Inspection Activities	Suggested Schedule
<ul style="list-style-type: none"> <li>After several consecutive storm events or an extreme storm, the facility should be inspected for: bank instability, signs of erosion, and damage to or clogging of the inlet/outlet structures and/or channels, etc.</li> </ul>	After major storms as needed
<ul style="list-style-type: none"> <li>Inspect the facility for the presence of trash and debris</li> </ul>	Monthly
<ul style="list-style-type: none"> <li>Inspect that the overflow structure is functioning properly.</li> <li>Inspect the dam/embankments for the presence of burrowing animals, leakage, etc.</li> <li>Inspect the facility for any signs of erosion or bank instability.</li> <li>Check sediment buildup and approximate how much sediment is present as a percentage of total water volume</li> <li>If applicable, check the plant/fish population, note dead and diseased plants or fish</li> <li>Note any signs of pollution such as oil sheens, discolored water, odor, etc.</li> <li>Note any changes to the basin and areas that drain to the basin that may affect its performance.</li> </ul>	Annually
Maintenance Activities	Suggested Schedule
<ul style="list-style-type: none"> <li>Remove debris, trash, or other pollutants (check inlet/outlet pipes, overflow structure, and channels)</li> <li>Repair erosion, damage from burrowing animals, leakage, etc.</li> <li>Notify the city of any damage to pipes or the overflow structure</li> </ul>	As Needed
<ul style="list-style-type: none"> <li>Remove dead vegetation and any invasive species</li> <li>Restore bare/sparse areas with vegetation at a density to prevent erosion</li> </ul>	Annually
<ul style="list-style-type: none"> <li>Remove sediment from basin. Care must be taken to prevent mud from discharging during maintenance activities.</li> </ul>	10 years or after 1 foot of sediment deposition

**STORMWATER BASIN INSPECTION CHECKLIST**

Location: \_\_\_\_\_ Date: \_\_\_\_\_  
 Owner Name: \_\_\_\_\_ Basin Condition: Dry or Wet  
 Owner Address: \_\_\_\_\_ Phone: \_\_\_\_\_

What To Look For	Y / N	Comments / Corrective Action Needed / Date Corrected
<b>All Areas</b>		
Is vegetation sparse or unhealthy?		
Is erosion occurring?		
Is there pollution or trash?		
Is there debris or yard waste that could prevent proper function or clog the outfall?		
Any signs of vandalism or misuse of the area?		
Do fences, gates, or locks need repair?		
Are there any public hazards?		
Any additional observations?		
<b>Pool Area (Bottom of Basin)</b>		
Is water standing where it should be dry for more than four days?		
Is there noticeable accumulation of sediment?		
<b>Inlet/Outlet Structures and Pipes</b>		
Any signs of structural deterioration?		
Are structures/pipes clogged or obstructed?		
Is there noticeable sediment accumulation?		
Is there erosion where the outfall pipe discharges from the basin?		
<b>Embankment/Dam</b>		
Are animals burrowing on the embankment?		
Any cracking, sliding, leaks, or bulging of dam?		
Are there trees on the embankment/dam?		

Inspector Name (printed) \_\_\_\_\_ Inspector Signature \_\_\_\_\_

Inspections should be completed at least once per calendar year. As a courtesy, please provide a copy of the completed checklist and a photo to the City of Wentzville, Attn: Stormwater Coordinator, 1001 Schroeder Creek Blvd, Wentzville, MO 63385 or by fax 636-327-4892. Please provide any details regarding corrective action. taken (date, what was done, by whom, etc.) for each issue noted above. If you have any questions, feel free to call Public Works at (636) 327-5102.