



City of Monroe
Annual Inspection
SCM Maintenance and Inspection Check List
Grassed Channels / Swales

[Note: A separate form must be used for each SCM]

Project Name: _____
 Project Address: _____
 Owner's Name: _____
 SCM Name: _____
 Inspection Date: _____
 Inspector: _____
 Inspector Address/Phone Number: _____

Maintenance Item	Satisfactory	Unsatisfactory	Comments/Actions Required
1. Debris Cleanout			
Clear of trash and debris			
2. Vegetation Management			
Grass height (maintain 2-6 inch height)			
Unwanted vegetation present			
Ground cover well established (yearly reseeding needed)			
3. Erosion			
Evidence of soil erosion in swale or contributing areas			
4. Dewatering			
Evidence of standing water			
5. Sedimentation			
Sediment accumulation			
6. Energy dispersion / check dams			
Condition of dispersion devices			

Condition of check dams			
Inspect pea gravel diaphragm and replace / repair as necessary			
7. Miscellaneous:			

Attach to this form documentation of SCM maintenance escrow account activity. This may be provided in the form of a bank statement which includes the current balance, as well as deposits and withdraws for the previous 12 months.

Maintenance Actions Taken: [If any of the above items were marked “U” for unsatisfactory, explain the actions taken and time table for correction. Attach additional pages as necessary.]

Additional Comments:

I do hereby certify that I conducted an inspection of the SCM described herein. I further certify that at the time of my inspection said SCM was performing properly and was in compliance with the terms and conditions of the approved maintenance agreement required by the Phase II Post-Construction Stormwater Ordinance.

Certification:

Inspector’s Signature

Date

Inspector’s SCM Stormwater Certification Number: _____

(PE Seal, if applicable)

Note: An annual inspection of each SCM must be performed by a qualified professional in accordance with the City of Monroe’s Phase II Stormwater Ordinance. All such inspections shall be documented and submitted on this form. The annual inspection shall occur before the first and each subsequent anniversary of the as-built certification. The inspection report along with 1-4 photos for each SCM shall be submitted on/or before the anniversary date to the City of Monroe’s Engineering Department at 300 W. Crowell Street, Monroe, NC 28112 or mailed to the City’s Stormwater Department at PO Box 69, Monroe, NC 28111-0069.