



**City of Monroe**  
**Annual Inspection**  
**SCM Maintenance and Inspection Check List**  
***Proprietary Device***

[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
<b>1. Debris cleanout</b>			
Clear of trash and debris			
<b>2. Adjacent pavement (if applicable)</b>			
Pavement is clear of sediment			
<b>3. Inlet Device</b>			
Structure is clogged			
Structure is damaged			
Other (describe)			
<b>4. Flow diversion structure</b>			
Obstructions visible			
Condition			
<b>5. StormFilter cartridges</b>			

Performing as designed			
<b>6. Outlet device</b>			
Condition			
Erosion			
<b>7.Receiving water</b>			
Erosion			
<b>8. Overall functionality</b>			
Evidence of odors			
Evidence of bypass (if applicable)			
<b>9. Miscellaneous</b>			
Access			
Vandalism			
Signage (if applicable)			
Other (describe)			

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.