



PSCM Owner Annual Inspection Checklist and Maintenance Form

Site Information

Inspection Date		Inspected by:	
Property Owner:			
Contact Information:			
Property Address/Location:			
Parcel #			

Use this checklist to maintain a record of your inspections. Answering “YES” to any of these questions indicates that corrective action shall be taken and noted on the maintenance portion of this form. We recommend that you acquire the Record Drawings for your system (from the Developer).

Inspection Items

1.	Does the outfall structure show signs of settling, cracking, bulging, misalignment or other structural deterioration?	YES	NO	N/A
2.	Do the embankments, emergency spillways, side slopes or inlet/outlet structures show signs of erosion?	YES	NO	N/A
3.	Are the pipes going into and/or out of the pond clogged or obstructed?	YES	NO	N/A
4.	Does the pond/site have a pump?	YES	NO	N/A
4a.	If yes, is the pump functioning correctly?	YES	NO	N/a
5.	Do the banks and the inlet areas show erosion, low spots, or lack of stabilization (grass)?	YES	NO	N/A
6.	Are trees present on the banks or slopes of the ponds and/or ditches?	YES	NO	N/A
7.	Are there areas on site (consider the entire site) that are un-stabilized and is there evidence of erosion?	YES	NO	N/A
8.	Is there evidence of animal burrows?	YES	NO	N/A
9.	Do the ponds or ditches need mowing and/or is there a build-up of clippings that could clog any of the storm drain grates?	YES	NO	N/A

10.	Is there excess sediment in the pond and does it decrease the pond's ability to hold water?	YES	NO	N/A
11.	Is there trash or debris in the pond/ditches?	YES	NO	N/A
12.	Are there encroachments (fences, misc. material, utilities, etc.) in any of the drainage easements or the pond?	YES	NO	N/A
13.	Do any safety devices such as fences, gates, covers or locks need repair?	YES	NO	N/A
14.	Other (not noted above)	YES	NO	N/A

Inspection Summary/Additional Comments:

Maintenance Items				
Maintenance Activities	Performed	Not Required	N/A	Location
<i>Routine</i>				
Mowing				
Debris Removal				
Sediment Removal				
Weed Control				
Mosquito Treatment				
Algae Treatment				
<i>Minor (Restoration)</i>				
Sediment Removal				
Tree Thinning				
Erosion Repair				
Revegetation				
Jet-Vac/Clearing Drains				
<i>Major (Rehabilitation)</i>				
Sediment Removal				
Erosion Repair				
Structural Repair				
Other				

Equipment/Materials Used: _____

Comments: _____

Note: If work is major (rehabilitative) in nature, the work requires consultation with PCPW prior to commencement.

I verify that the required stormwater facility inspections and required maintenance have been completed in accordance with the Stormwater Facilities Maintenance Agreement and the Operations and Maintenance (O&M) Manual associated with the above referenced property.

Inspected By

Property Owner

Signature

Signature

Mail or email signed form to:
Pueblo County Engineering and Public Works
33601 United Avenue
Pueblo, CO 81001
stormwater@pueblocounty.us

This form to be submitted to Pueblo County Engineering and Public Works prior to April 1st of each year.