

[EXAMPLE]

Infiltration/Filtration Basin
Maintenance Plan

INFILTRATION/FILTRATION BASIN INFORMATION

Infiltration and filtration basins are designed to remove pollutants from stormwater runoff and reduce runoff volume through infiltration. **Maintenance is required** and is extremely important. Sediment and debris must be removed regularly to maintain correct function.

This document serves as guidance to developing an inspection and maintenance plan.

SITE LOCATION: _____

Physical address of infiltration basin

INFILTRATION BASIN INSPECTION/MAINTENANCE

The CURRENT OWNER or their designee is responsible for completing inspections and conducting maintenance.

WHEN WILL THE INFILTRATION BASIN BE INSPECTED AND MAINTAINED?

At a minimum, Infiltration Basins must be inspected in the **spring** and **fall** of each year. Personnel should be aware of the maintenance plan. It is recommended to consult with the designer and builder to understand the inspection and maintenance needs.

MAINTENANCE PLAN INFORMATION

This Maintenance Plan for the location listed above is submitted by the CURRENT OWNER on__to comply with the City’s Stormwater Management Code Requirements. Inspection and maintenance records are required to be kept on file for five (5) years and submitted to the City by October 1st of each year. This plan will be attached to the required recorded maintenance agreement.

INSPECTION & MAINTENANCE CHECKLIST (must be completed in the Spring & Fall):

	Clean basin. Remove any sediment, trash and debris.
	Remove any dead vegetation, trim live vegetation if needed and remove weeds.
	Inspect and clean pre-treatment area(s) (e.g. forebay, sump, filter strip, rock).
	Repair inlet erosion/damage. Inspect bottom of the basin and remove any sediment.
	Loosen, aerate or replace soils to ensure water infiltrates – must infiltrate within 48 hours.
	Paved surfaces draining to basin swept and kept free of sediment and debris.
	Wood mulch replaced or added to keep 3” depth. (Include if applicable).
	Replace dead plants/vegetation. Manage native vegetation (if applicable) through mowing, spot spraying for weeds and/or prescribed burning. Water as needed.
	Erosion will be repaired.
	Photos taken.
	Other:

Please keep a copy of this Plan for your records

For any questions about this inspection & maintenance plan, please contact:

City of Fairmont

100 Downtown Plaza
Fairmont, MN 56031
507-238-9461

Additional inspection and maintenance information:

http://stormwater.pca.state.mn.us/index.php/Operation_and_maintenance_of_bioretention