

FORM 4

Non-Residential Stormwater Credits: Annual Inspection of BMPs and structural stormwater controls



Site Information		
Address: _____		
Street Address		Zip Code
Parcel ID (Chart, Block, Lot # + 3-digit ID): _____		
Contact Information		
Owner (must be owner, lessee or buyer)		
Name: _____		
Last	First	M.I.
Business Name (if Applicable): _____		
Mailing Address: _____		
Street Address		Apartment/Unit #

City	State	Zip Code
Phone #: () - E-mail Address: _____		
Agent/Representative		
Name: _____		
Last	First	M.I.
Mailing Address: _____		
Street Address		Apartment/Unit #

City	State	Zip Code
Phone #: () - E-mail Address: _____		
Inspector		
Name: _____		
Last	First	M.I.
Business Name (if Applicable): _____		
Mailing Address: _____		
Street Address		Apartment/Unit #

City	State	Zip Code
Phone #: () - E-mail Address: _____		

Certifying Statements (to be completed by credit holder or representative)

By checking the boxes below, the owner (or the applicant on behalf of the owner) certifies that the following statements regarding the maintenance of the property’s stormwater management system, as well as the adherence to the approved maintenance and inspection plan, are true.

- Stormwater facilities and the features of the site that contribute to their efficacy (such as drainage swales, culverts, site grade, etc.) have not been altered since approval of the most recent credit application.
- Stormwater facilities have been maintained in accordance with the approved maintenance and inspection plan (if applicable)

Applicant Signature

I hereby certify that I am the owner of record of the named property, or that the owner of record has authorized me to submit this application on his or her behalf. I agree to conform to all applicable laws of the City of Portland. In addition, I understand that the City of Portland Department of Public Services has the authority to enter and inspect all areas that pertain to this application at any reasonable hour to verify that the information contained in this form is accurate.

Signature: _____ Date: _____

Inspection Results (to be completed by the Inspector)

- FAIL** (Select if any one item on the attached Inspection Report is coded “No”)

Note: if a failing inspection is submitted by June 30, the owner will have until the following July 31 to submit a passing inspection report in order to continue credits. If a subsequent failing inspection report or no inspection report is submitted by July 31, credits will be discontinued.

- PASS**

Professional Certification and Signature (to be completed by Inspector)

As a duly qualified third party inspector, I attest that a thorough inspection has been completed for all applicable BMPs and structural stormwater controls associated with this site. I further certify that all of the information contained in this inspection report has been completed truthfully.

Signature: _____ Date: _____

Professional Identification (License #, if applicable): _____

INSPECTION REPORT

General Information

Inspection Date: _____ Days since last precipitation: _____
 Inspection duration: _____ Quantity of last precipitation (in): _____
 Weather: _____ Storm event: _____

Nearby natural resources Yes No NA
 Copy of ESC plan Yes No NA

MEDEP Permit # (if applicable) _____

Notes:

BMP's/Structural Controls

Type	# On Site	Type	# On Site
Vegetated Area	_____	Detention & Retention Facility	_____
Stormwater Channel	_____	Runoff Infiltration Facility	_____
Culvert	_____	Other: _____	_____
Catch Basin System	_____	Other: _____	_____
Roadway/Surface Parking	_____	Other: _____	_____
Buffer	_____	Other: _____	_____

Notes:

Vegetated Areas

Condition of slopes and embankment is good Yes No NA
 No bare areas (< 90% covered) with sparse growth Yes No NA
 Armored areas have no rill erosion or the flow diverted to onsite areas
 can withstand concentrated flows Yes No NA

Notes:

Stormwater Channels	
Condition of ditches, swales, & other stormwater channels good	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
No obstructions, accumulated sediments or debris	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Vegetated growth and woody vegetation controlled	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Erosion of any ditch lining repaired	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Vegetated ditches have been mowed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Woody vegetation growing through riprap has been removed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Riprap has been replaced where underlying filter fabric or underdrain gravel is showing or where stones have dislodged	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	
Culverts	
Accumulated sediments and debris at the inlet, outlet, and within the conduit have been removed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Erosion damage at the inlet and outlet have been repaired	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	
Catch Basin Systems	
Accumulated sediments from inflow channels and pipes between basins have been removed and legally disposed of	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Debris and/or oils have been removed from any baffle or grease trap	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	
Roadway and Parking Surfaces	
Accumulated sand in parking lots and along roadways has been cleared	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Pavement is swept to help remove sediment	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Road shoulders and excess sand have been graded	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Gravel roads and road shoulders have been graded	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Stormwater is not impeded by accumulations of material or false ditches	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	

Buffers	
Treatment buffers have been inspected for evidence of erosion, concentrated flow, or encroachment by development	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Buffer vegetation has been managed per requirements of all deed restrictions and/or maintenance agreements	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Vegetation in all non-wooded buffers has been mowed no shorter than 6 inches and less than three times per year	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
The sown-slope of all spreaders and turn-outs for erosion have been inspected and repaired	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Sediment has been cleaned from all spreader bays or turnout pools	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	
Stormwater Detention and Retention Facilities	
Embankments have been inspected for settlement, slope erosion, internal piping, and downstream swamping	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Embankments have been mowed to control woody vegetation	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
The outlet control structure has been inspected for broken seals, obstructed orifices, and plugged trash racks	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Sediment and debris within the control structure have been removed and legally disposed of	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Any damage to the trash racks or debris guards has been repaired	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Vegetated spillways have been mowed to control woody vegetation and replace any dislodged stone in riprap spillways	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Accumulated sediments within the impoundment and forebay have been removed and legally disposed of	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	
Proprietary Treatment Devices	
A third party has been contracted with for the removal of accumulated sediments, oils, and debris within the device and replacement of any absorptive filters, or work is scheduled to be performed in-house	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Maintenance has been performed in accordance with manufacturer's specifications and guidelines	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
<i>Notes:</i>	

Runoff Infiltration Facilities

- Any pretreatment measures that collected sediment and hydrocarbons entering an infiltration system have been inspected and cleaned out Yes No NA
- Accumulated sediments within the infiltration area have been removed and legally disposed of Yes No NA
- The infiltration system has been renewed if it fails to drain within 72 hours after a rainfall of one-half inch or more Yes No NA
- The soil of vegetated infiltration basins has been tilled and replanted Yes No NA
- Rock-lined basins or stone-filled trenches have been reconstructed by removing stones, replacing underlying filter fabric, and tiling or removing the underlying wall Yes No NA

Notes:

Photos

Comprehensive photos with captions, as applicable, must be submitted in conjunction with this form.

Other Inspection Notes

- Corrective action needed not specified above Yes No NA
- Follow up required Yes No NA
- Verbal notification provided to responsible party Yes No NA
- Verbal notification contact: _____

Notes: