### POND MAINTENANCE INSPECTION FORM

- **[ ]** COMPLETE  
- **[ ]** POSTPONED  
- **[ ]** COUNTY MISFILE  
- **[ ]** INSPECT (OR)  
- **[ ]** RE-INSPECT

**DEP/SRM/Sequence No:** ____________________________  
**Date:** ____________________________  
**Time:** ____________________________

**Subdivision Name:** ____________________________  
**Weather:** ____________________________

**Watershed Inspector(s):** ____________________________

**WSSC Grid Streets:** ____________________________

**Mapbook Location GPS Coordinates:** ____________________________

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**Property Classification:**  
- Residential  
- Government: (County) (MNCP&PC) (MCPS)  
- Commercial

**Type of Pond:**  
- Wet Pond  
- Dry Pond  
- Wetland Marsh  
- Infiltration Basin  
- Special Structure

**Do Site Plans or As-Built Drawings Exist?**  
- Yes  
- No

**Confined**  
- Unconfined

**Barrel Size:** ____________________________

**Is Facility Inspectable?**  
- Yes  
- No  
**Why?** ____________________________

**Confined Space Entry Permit Required For Entry Into All Riser and Barrels**

**Entry Approved (Attach Entry Permit):**  
- Yes  
- No

**Personal Protective Equipment Provided?**  
- Yes  
- No

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**1. Outfall Channel(s) from Pond**

- **Is there woody growth within 5’ of outfall barrel?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Is Outfall Channel Functioning?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Manholes, Frames, and Covers Acceptable?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Released water undercutting outlet?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Created erosion problems?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Displacing rip rap?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Excessive sediment deposits?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Other?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

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**2. Downstream Dam Bank**

- **Cracking, bulging, or sloughing of dam?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Erosion and/or loss of dam material?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Animal Burrows?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Soft spots or boggy areas?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Woody growth or unauthorized plantings on dam?**  
  - If REP, is area Marked  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Other?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

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**3. Upstream Dam Bank**

- **Cracking, bulging, or sloughing of dam?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Erosion and/or loss of dam material?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Animal Burrows?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Soft spots or boggy areas?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Woody growth or unauthorized plantings on dam?**  
  - If REP, is area Marked  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

- **Other?**  
  - Na  
  - Ni  
  - No  
  - Yes  
  - IR  
  - Rep  
  - Mon  
  - Inv

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Not Applicable (Na) Not Inspected (Ni) Immediate Repair (IR) Repair (Rep) Monitor (Mon) Investigate (Inv) Page 1 of 5
### 4. Principal Spillway Built to Plans

<table>
<thead>
<tr>
<th># of Barrels:</th>
<th>Size:</th>
<th>RCP</th>
<th>CMP</th>
<th>PVC</th>
<th>STEEL</th>
<th>MASONRY</th>
<th>(Check One)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor spalling or parging (&lt;1&quot;)?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Major spalling (exposed rebar)?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Joint failure?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Loss of joint material?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Watertight?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Corrosion?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Protective material deficient?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Misalignment or split seams / joints?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Watertight?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
<tr>
<td>Other?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
<td>Yes</td>
<td>IR</td>
<td>Rep</td>
<td>Mon</td>
</tr>
</tbody>
</table>

### 5. Riser Built to Plans?

<table>
<thead>
<tr>
<th>Size:</th>
<th>CONC</th>
<th>CMP</th>
<th>MASONARY</th>
<th>(Check One)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concrete/Masonry</td>
<td>Minor spalling or parging (&lt;1&quot;)?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Major spalling (exposed rebar)?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Joint failure?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Loss of joint material?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Watertight?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Manhole access and steps acceptable?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Corrosion?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Protective material deficient?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Misalignment or split seams / joints?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Anti-vortex device secure / acceptable?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Watertight?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Sediment Accumulation within riser?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Woody or vegetative growth within 25' of riser?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>Other?</td>
<td>Na</td>
<td>Ni</td>
<td>No</td>
</tr>
</tbody>
</table>

### 6. Low Flow? Built to Plans?

| Orifice and/or trash rack obstructed? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Trash Rack Corrosion? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Other? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |

### 7. Control Valve(s)? Built to Plans?

<table>
<thead>
<tr>
<th>Size:</th>
<th>Type:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operational?</td>
<td>Na</td>
</tr>
<tr>
<td>Exercised?</td>
<td>Na</td>
</tr>
<tr>
<td>Leaking?</td>
<td>Na</td>
</tr>
<tr>
<td>Chained &amp; Locked?</td>
<td>Na</td>
</tr>
<tr>
<td>Set to design opening?</td>
<td>Na</td>
</tr>
<tr>
<td>Other?</td>
<td>Na</td>
</tr>
</tbody>
</table>

### 8. Pond Drain Valve

| Operational? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Exercised? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Leaking? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Chained & Locked? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Other? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |

### 9. Weir Trash Rack

| Structurally sound? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Debris removal necessary? | Na  | Ni  | No  | Yes | IR   | Rep     | Mon        | Inv         |
| Corrosion? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Other? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**10. Emergency Spillway**

| Woody growth or unauthorized plantings? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Eroding or backcutting? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Soft or boggy areas? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Clear of obstructions / debris? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**11. Toe and Chimney Drains Clear and Functioning**

| 10. Emergency Spillway | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**12. Permanent Pool / Wet Pond**

| Safety / Warning signs on each side of pond? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Undesirable vegetative growth? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Visible Pollution? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Shoreline problems and / or side slope erosion? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Abnormal high or low water (pool) levels? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Sediment / debris accumulation? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Is a bathometric study recommended? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**13. Dry Pool / Dry Pond**

| Vegetation adequate? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Undesirable woody or vegetative growth? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Low flow channels clear of obstructions? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Standing water or spots? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Removal of sediment or debris required? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Is a bathometric study recommended? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**14. Outfalls to Pond Area**

| How many outfalls to the pond? (Note direction of outfalls: N,S,E, or W) | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Endwalls, headwalls, end sections acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Outfall pipes acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Discharge undercutting outlet or displacing rip-rap? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Discharge water is causing outfall to erode? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Is there any sediment accumulation? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**15. Special Structures**

| Manhole access (steps, ladders) acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Vehicular access acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Concrete/masonry condition acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Trash racks acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Elbows acceptable? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Sediment / trash removal necessary? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

**16. Miscellaneous**

| Encroachment in pond area and/or easement area? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Complaints from local residents? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Graffiti removal required? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |
| Public hazards? | Na | Ni | No | Yes | IR | Rep | Mon | Inv |

Were any pad locks cut and replaced? No  Yes  How Many?
Overall Condition of Facility

<table>
<thead>
<tr>
<th>Number of Emergency Repairs</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Non-Emergency Repairs</td>
<td></td>
</tr>
<tr>
<td>Investigate Items</td>
<td></td>
</tr>
</tbody>
</table>

Inspector’s Summary:


Pictures:

*Minimum Required: Vehicle Access; Overview of Pond; Dam Embankment, Upstream & Downstream Faces & Top; Principal Spillway including Riser, Barrel & Outfall Terminus & Channel; & All Items Requiring Repair.*

**Other Photos:** Immediate Repairs > 2 each; Routine Repairs > 1 each; Follow-Up Investigations > 1 each; Monitor > 1 each; Postponed Inspection > Photos of Reason Why & 1 General Overview.

1. ________________________________ 11. ________________________________
2. ________________________________ 12. ________________________________
3. ________________________________ 13. ________________________________
4. ________________________________ 14. ________________________________
5. ________________________________ 15. ________________________________
6. ________________________________ 16. ________________________________
7. ________________________________ 17. ________________________________
8. ________________________________ 18. ________________________________
9. ________________________________ 19. ________________________________
10. ________________________________ 20. ________________________________