

Bioretention Cell Inspection/Maintenance Requirements		
Activity	Schedule	Responsible Persons
Inspect mulch layer after rainfall events to ensure it has not significantly moved. Replace or redistribute mulch to maintain a 3" uniform layer. Make sure mulch is not smothering plants or clogging inlets/outlets.	Fall, spring, as needed	Public Works
Inspect for plant health. Replace dead plants as needed	Fall, Spring, as Needed	Public Works
Inspect for weeds and undesirable plants. Inspect border of cell to ensure undesirable plants are not spreading into the bioretention cell. Prune and thin out plants as needed. Remove weeds throughout the growing season by pulling and trimming.	Fall, Spring, as needed	Public Works
Inspect to ensure curb cuts, entry points, inlets, overflows, and outlets are free flowing and working properly. Remove any accumulated trash, debris, and deposition.	Fall, Spring, as Needed	Public Works
Inspect to ensure runoff that is supposed to flow into the bioretention cell is getting into the bioretention cell as intended.	Annually	Public Works
Inspect entry points, bioretention cell floor, and side slopes to ensure they are stable and there is not any active erosion in the cell. Repair erosion.	Annually	Public Works
Inspect bioretention cell 24 hours after rainfall larger than 1.25" to ensure the water has drained down. If water is not draining and overflows are not plugged, replace the modified soil layer.	Annually	Public Works
Inspect bioretention cell overall to ensure it has the same visual appearance as originally designed	Annually	Public Works
Inspect informational sign for excess wear or fading if applicable	Semi-Annually	Public Works

