

Small MS4 Permit 4.2.5.2.5

Inspections and any necessary maintenance must be conducted at least every other year or as necessary to maintain functionality of the control by either the Permittee, or, if applicable, the property owner/operator. On sites where the property owner/operator is conducting maintenance, the Permittee shall inspect those storm water control measures at least once every five years, or more frequently as determined by the Permittee, to verify and ensure that adequate maintenance is being performed.



Storm Water Management Maintenance Inspection Report

Property Information			
Property Address:			Inspection Date:
Facility Name:		Original Project Name:	
Current Owner:		Site Contact Name:	
Email Address:		Phone Number:	
Inspector Information			
Inspector Name:		Inspector Employer:	
Email Address:		Phone Number:	
Inspection Type: <i>(Check One)</i>	☐ Biennial ☐ 5 Year (City use only)		
Inspection Report:			
Items Inspected	Answer	Is maintenance required?	Notes:
	Yes / No	Yes / No	
1.) Has the property been altered from the approved site plan?			
2.) Have the property operations/business uses been changed since the last inspection?			
3.) Have all inlet structures been inspected?			
4.) Have all outlet structures been inspected?			
5.) Have all the detention ponds, retention ponds and swales been inspected?			
6.) Have all catch basins, pre-treatment catch basins, sumps and manholes been inspected?			
7.) Have all Low Impact Development (LID) systems been inspected?			
8.) Has the landscaping been inspected to check on the quality of vegetation and soils?			
9.) Do SOPs seem to be doing an adequate job at reducing and preventing pollution?			
Additional Comments:			

Insert photos here		
Observations/Remarks:	Observations/Remarks:	
Observations/Remarks:	Observations/Remarks:	
Observations/Remarks:	Observations/Remarks:	
Will a re-inspection be necessary to ensure required maintenance has been completed? ☐ Yes ☐ No		If "Yes", when will the re-inspection occur? <i>(Date)</i>
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information provided is to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.		
Inspector <i>(Print Name)</i>	Signature:	Date:

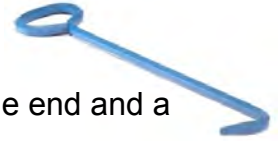


Send a copy of this report to the City of Orem Storm Water Division by October 31, 2026.
 Mail: Storm Water Coordinator 1450 W 550 N Orem UT, 84057 or Email: swmp@orem.gov

Instructions for Performing your own Storm Water Inspection

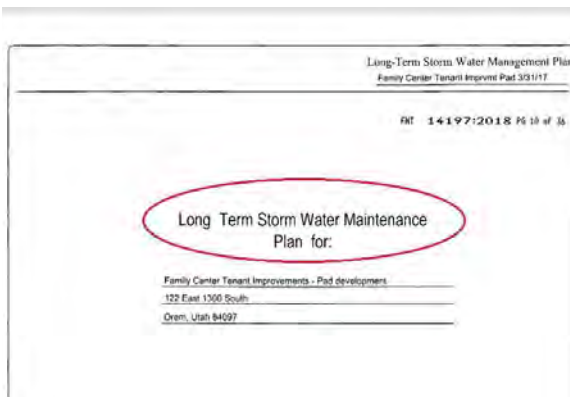
1. You will need two physical items:

- A manhole cover lifter- basically a rod with a handle on one end and a hook on the other.
- Measuring tape.

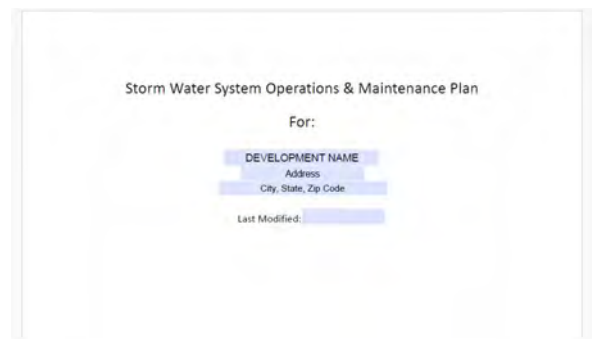


2. Briefly review the Storm Water Operations & Maintenance Plan (O&M) for the site.

- This document is available through contacting the City or through a property records search.



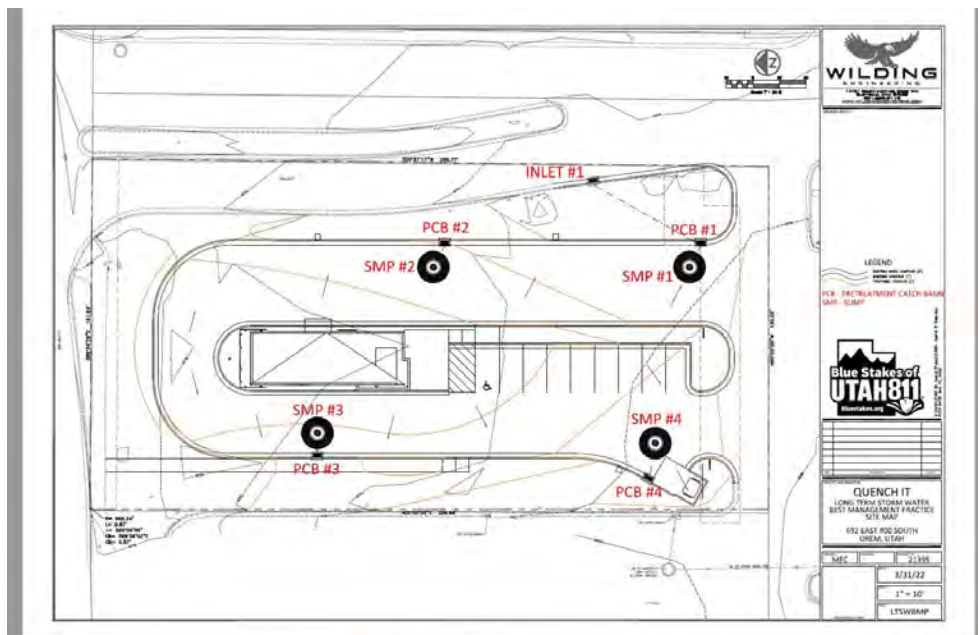
or



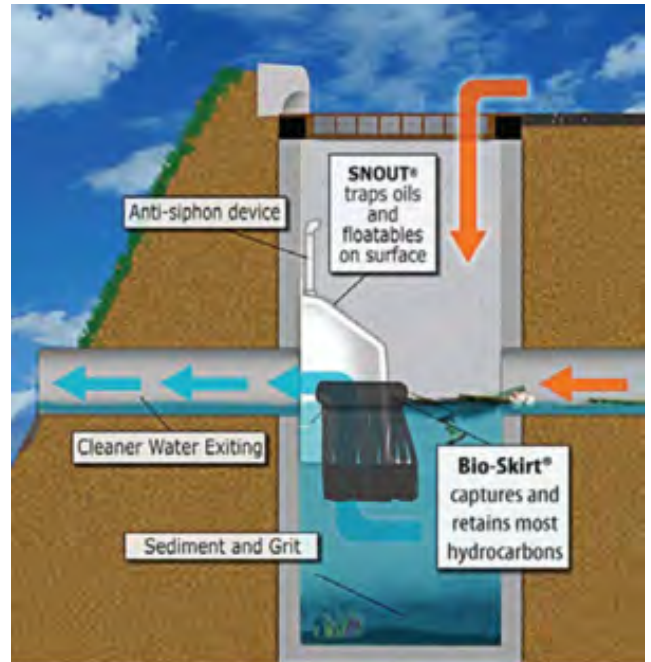
- Look for items that clarify when to maintain a catch basin, the schedule for maintenance, and other helpful information

3. Locate the SW Facilities Map or BMP Map within the O&M Plan.

- This is an area map that shows all of your storm water structures (catch basins, swales, sumps, etc.)



4. Perform the inspection. Be sure to check:
 - a. Pretreatment catch basins
 - i. Using the measuring tape, see how much sediment is in the bottom of the basin 'by feel'. Note amount in the Debris Accumulation log attached to this document.
 - b. Sump manholes
 - i. If you see gravel or rocks in the bottom, excellent.
 - ii. If you see sediment/debris build up in the bottom, note the accumulation in the Debris Accumulation log.



- c. Overall site cleanliness
- d. Evidence of poor storm water system function
- e. Evidence of illicit spills or dumping. Ex: grease, paints, soaps around storm drains
- f. Health of vegetation/landscaping

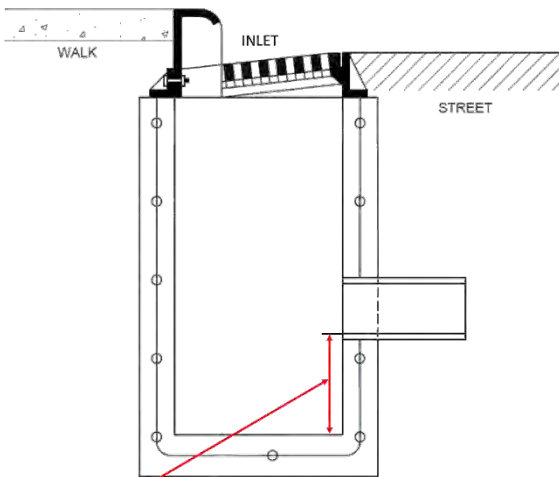
5. If needed, contact the City with any questions on how or what to inspect at 801-229-7574 or swmp@orem.gov.
 - a. The City will typically also be willing to walk the inspection with you. We believe in educating property owners/managers.

Alternatively, you can hire out the inspection and have a company perform your inspection for you and have it submitted to swmp@orem.gov. We ask that you use the form provided by the City for uniformity across inspections. Thank you!

DEBRIS ACCUMULATION LOG

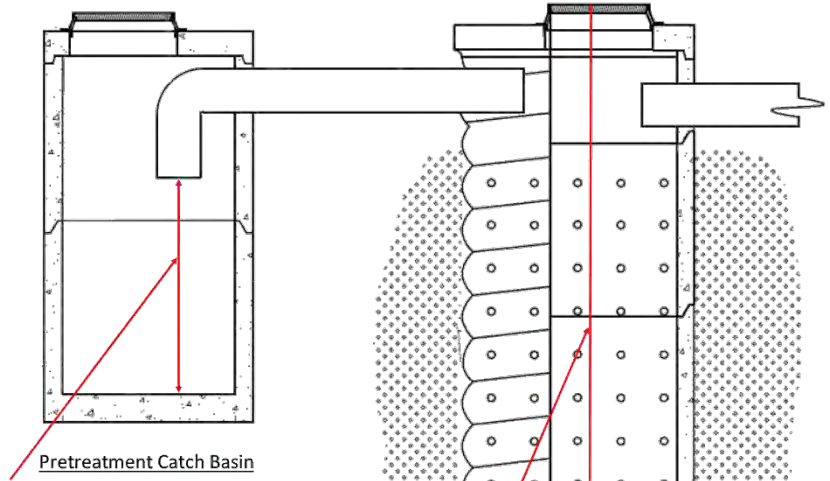
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Stormwater BMP Drawings

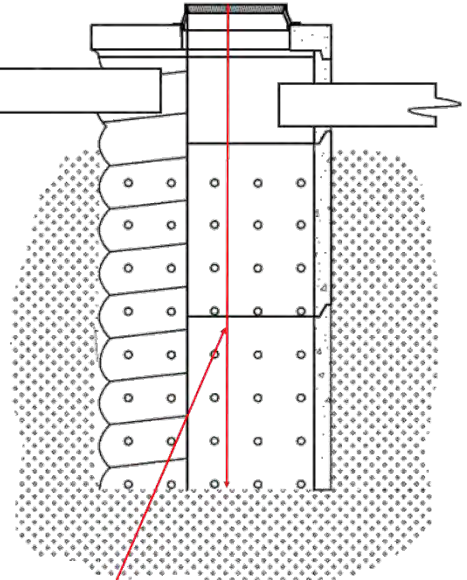


Inlet/Standard Catch Basin

The distance shown is the entrapment depth for an inlet/standard catch basin. When that depth has been reduced by 1/3 or 33% this BMP requires maintenance to bring back to full capacity.



The distance shown is the entrapment depth for a pretreatment catch basin. When that depth has been reduced by 1/3 or 33% this BMP requires maintenance to bring back to full capacity.



C.M.P. or Concrete Sump

The distance shown is the total sump capacity/depth. When that capacity/depth is reduced to 8' or less (measure from surface down) this BMP requires maintenance to bring back to full capacity.

