

Annual Structural BMP Inspection Report Cover Sheet Town of Apex, North Carolina

The Town of Apex Unified Development Ordinance (UDO) (6.1.12(H)) requires that Structural BMPs be inspected annually to ensure they are being maintained properly and are functioning as originally designed and intended.



A. General Information

Use only one Cover Sheet per site with as many specific structural BMP Inspection Report attachments as needed.

Please attach digital photographs of the site and structural BMPs as applicable.

Project Name: _____	Inspection Date: _____
Site ID (Provided by Town): _____	Weather Conditions / Date of Last Rainfall: _____
BMP Owner: _____	Inspection Company: _____
Mailing Address: _____	Mailing Address: _____
Phone #: _____	BMP Inspector Name: _____
Fax #: _____	Inspector Phone #: _____
Recorded Book and Page Number: _____	Town Watershed Protection Overlay Primary or Secondary District (circle one): _____

B. Inspection Report Attachments

The listed attachments are the Structural BMP Inspection Reports to be completed for this particular site. Please use one attachment per BMP inspected and submit all forms together with this Cover Sheet as one single report. Also, please document the number of each structural BMP found at this site in the below blank spaces.

		Number of BMPs at this site:
Attachment A	Wet Detention Pond	_____
Attachment B	Bioretention Area	_____
Attachment C	Stormwater Wetlands	_____
Attachment D	Dry Detention Pond	_____
Attachment E	Grassed Swale	_____
Attachment F	Sand Filter	_____
Attachment G	Level Spreader - VFS	_____
Attachment H	Hydrodynamic Separator	_____
Attachment I	Underground Detention	_____

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C. Inspection Results

FAIL*

*If any one item on the inspection form is coded as 'Work Needed', then the entire BMP fails inspection.

*If a site has multiple BMPs and one fails inspection, this cover sheet is marked as 'Fail' until all items on all BMPs pass inspection.

Note: Applicable BMP Inspection Reports and confirmatory digital photographs summarizing required repairs must be submitted to the Town following completion of the preliminary inspection. A re-inspection and certification must be completed within 60 days of the failed preliminary report. It is strongly encouraged that the inspector be part of the repair and maintenance process in a QA/QC role in order to ensure that repairs are being performed properly.

PASS

Note: A passed inspection form should be signed and sealed below by the appropriate Professional and submitted to the Town on or before the established inspection due date. Attach all applicable BMP Inspection Reports and confirmatory digital photographs accordingly.

D. Professional Certification (Registered North Carolina professional engineer, surveyor, or landscape architect):

To be completed only when all structural BMPs at this site are functional with no outstanding maintenance issues.

I, _____, as a duly registered _____ in the State of North Carolina attest that a thorough inspection has been completed for ALL structural BMPs that are associated with this particular site. All inspected structural BMPs are performing as designed and intended and are in compliance with the terms and conditions of the approved operation and maintenance agreements required by the Town of Apex.

SEAL

Signature: _____

Date: _____