

Inspection and Maintenance Schedule: Green Roofs

Task	Frequency	Indicator maintenance is needed	Maintenance notes
Media inspection	2 times/year	Internal erosion of media from runoff or wind scour, exposed underlayment components	Replace eroded media and vegetation. Adopt additional erosion prevention practices as appropriate.
Liner inspection	1 time/year	Liner is exposed or tenants have experienced leaks	Evaluate liner for cause of leaks. Repair or replace as necessary.
Outlet inspection	2 times/year	Accumulation of litter and debris around the roof drain or scupper or standing water in adjacent areas.	Litter, leaves, and debris should be removed to reduce the risk of outlet clogging. If sediment has accumulated in the gravel drain buffers, remove and replace the gravel.
Vegetation inspection	1 time/year	Dead plants or excessive open areas on green roof	Within the first year, 10% of plants can die. Survival rates increase with time.
Invasive vegetation	2 times/year	Presence of unwanted or undesirable species	Remove undesired vegetation. Evaluate green roof for signs of excessive water retention.
Temporary watering	Every 2–3 days for first 1–2 months	Until established and during severe drought	Watering after the first year might be required.

Inspection and maintenance Schedule: Stormwater Wetlands

Task	Frequency	Indicator maintenance is needed	Maintenance notes
Forebay inspection	Weekly or biweekly	Internal erosion or excessive sediment, trash, or debris accumulation	Check for sediment accumulation to ensure that forebay capacity is as designed. Remove any accumulated sediment.
Basin inspection	1 time/year	Excessive sediment, trash, and/or debris accumulation in the wetland	Remove any accumulated sediment. Adjacent pervious areas might need to be regraded.
Outlet inspection	Weekly or biweekly with routine property maintenance	Accumulation of litter and debris in wetland area, large debris around outlet, internal erosion	Remove litter, leaves, and debris to reduce the risk of outlet clogging and to improve facility aesthetics. Erosion should be repaired and stabilized.
Mowing	2–12 times/year	Overgrown vegetation on embankment or adjacent areas	Frequency depends on location and desired aesthetic appeal.
Embankment inspection	1 time/year	Erosion at embankment	Repair eroded areas and revegetate.
Remove and replace dead vegetation	1 time/year	Dead plants or excessive open areas in wetland	Within the first year, 10% of plants can die. Survival rates increase with time.
Temporary watering	1 time/2–3 days for first 1–2 months	Until establishment and in severe drought	Watering after the initial year might be required.
Nuisance wildlife management	Biweekly or as needed	Animals, feces, or burrows evident in or around wetland. Excessive mosquitos.	Maintain diverse vegetated shelf around entire basin. Eliminate monocultures and replace with diverse, flowing vegetation. Employ qualified wildlife management professionals if needed.
Fertilization	1 time initially	Upon planting	One-time spot fertilization for first year vegetation.

Inspection and Maintenance Schedule: Bioretention Systems (rain garden, bioswale, and planter box)

Task	Frequency	Indicator maintenance is needed	Maintenance notes
Catchment inspection	Weekly or biweekly with routine property maintenance	Excessive sediment, trash, or debris accumulation on the surface of bioretention.	Permanently stabilize any exposed soil and remove any accumulated sediment. Adjacent pervious areas might need to be regraded.
Inlet inspection	Weekly or biweekly with routine property maintenance	Internal erosion or excessive sediment, trash, and/or debris accumulation	Check for sediment accumulation to ensure that flow into the bioretention is as designed. Remove any accumulated sediment.
Litter and leaf litter removal	Weekly or biweekly with routine property maintenance	Accumulation of litter and leafy debris within bioretention area	Litter and leaves should be removed to reduce the risk of outlet clogging, reduce nutrient inputs to the bioretention area, and to improve facility aesthetics.
Pruning	1–2 times/year	Overgrown vegetation that interferes with access, lines of sight, or safety	Nutrients in runoff often cause bioretention vegetation to flourish.
Mowing	2–12 times/year	Overgrown vegetation that interferes with access, lines of sight, or safety	Frequency depends on location and desired aesthetic appeal.
Mulch removal and replacement	1 time/2–3 years	Less than 3 inches of mulch remains on surface	Mulch accumulation reduces available surface water storage volume. Removal of decomposed mulch also increases surface infiltration rate of fill soil. Remove decomposed fraction and top off with fresh mulch to a total depth of 3 inches
Temporary Watering	Every 2–3 days for first 1–2 months, sporadically after established	Until established and during severe droughts	Watering after the initial year might be required.
Fertilization	1 time initially	Upon planting	One-time spot fertilization for first year vegetation.
Remove and replace dead plants	1 time/year	Dead plants	Plant die-off tends to be highest during the first year (commonly 10% or greater). Survival rates increase with time.
Outlet inspection	Once after first rain of the season, then monthly during the rainy season	Erosion at outlet	Remove any accumulated mulch or sediment.
Miscellaneous upkeep	12 times/year	Tasks include trash collection, plant health, spot weeding, removing invasive species, and removing mulch from the overflow device.	

Inspection and Maintenance Schedule: Cisterns

Task	Frequency	Indicator maintenance is needed	Maintenance notes
Gutter and rooftop inspection	Biannually and before heavy rains	Inlet clogged with debris	Clean gutters and roof of debris that have accumulated, check for leaks
Remove accumulated debris	Monthly	Inlet clogged with debris	Clean debris screen to allow unobstructed stormwater flow into the cistern
Structure inspection	Biannually	Cistern leaning or soils slumping/eroding	Check cistern for stability, anchor system if necessary
Structure inspection	Annually	Leaks	Check pipe, valve connections, and backflow preventers for leaks
Add ballast	Before any major wind-related storms	Tank is less than half-full	Add water to half full
Miscellaneous upkeep	Annually		Make sure cistern manhole is accessible, operational, and secure

Inspection and Maintenance Schedule: Vegetated Swale

Task	Frequency	Maintenance notes
Inlet inspection	Twice annually	Check for sediment accumulation and erosion in the swale.
Mowing	2–12 times / year	Frequency depends on location and desired aesthetic appeal.
Watering	1 time/2–3 days for first 1–2 months. Sporadically after establishment	If droughty, watering after the initial year may be required.
Fertilization	1 time initially	One-time spot fertilization for first year vegetation.
Remove and replace dead plants	1 time/year	Within the first year 10% of plants can die. Survival rates increase with time.
Check dams	1 time before the wet season(s) and monthly during the wet season(s).	Check for sediment accumulation and erosion around or underneath the dam materials.
Miscellaneous upkeep	12 times/year	Tasks include trash collection, spot weeding, and removing mulch from overflow device.

Inspection and maintenance Schedule: Vegetated Filter Strip

Task	Frequency	Maintenance notes
Mowing	2–12 times/year	As needed to maintain aesthetics. Grass height should be a minimum of 4 inches.
Inlet inspection	Once after first major rain of the season, then monthly during the rainy season(s)	Check for sediment accumulation to ensure that flow into the system is as designed. Remove any accumulated sediment.
Miscellaneous upkeep	12 times/year	Tasks include trash collection, spot weeding, and irrigation as necessary.