Permit Number: _____
(to be provided by City of Wilmington)
SCM Drainage Basin #: _____

Bioretention Operation and Maintenance Agreement

I will keep a maintenance record on this SCM. This maintenance record will be kept in a log in a known set location. Any deficient SCM elements noted in the inspection will be corrected, repaired or replaced **immediately**. These deficiencies can affect the integrity of structures, safety of the public, and the pollutant removal efficiency of the SCM.

Important operation and maintenance procedures:

- Immediately after the bioretention cell is established, the plants will be watered twice weekly, if needed, until the plants become established (commonly six weeks).
- Snow, mulch or any other material will NEVER be piled on the surface of the bioretention cell.
- Wheeled or tracked equipment will NEVER be driven on the bioretention planting surface.
- Special care will be taken to prevent sediment from entering the bioretention cell.
- If standing water is present 2 days after rainfall, conduct an infiltration test of the soil media.

After the bioretention cell is established, I will inspect it **quarterly**. Records of operation and maintenance will be kept in a known set location and will be available upon request.

Inspection activities shall be performed as follows and maintenance activities shall commence **immediately** to remediate any problems observed per the table below.

SCM element:	Potential problem:	How to remediate the problem:
The entire SCM	Trash/debris is present.	Remove the trash/debris.
The perimeter of the SCM	Areas of bare soil and/or erosive gullies have formed.	Regrade the soil to remove the gully and plant a ground cover and water until it is established. Provide lime and a one-time fertilizer application.
	Vegetation is too short or too long.	Maintain vegetation at a height of approximately six inches.
The inlet device	The pipe is clogged.	Unclog the pipe. Dispose of the sediment off-site.
	The pipe is cracked or otherwise damaged.	Replace the pipe.
	Erosion is occurring in the swale.	Regrade the swale to smooth it over and provide erosion control devices such as reinforced turf matting or riprap to avoid future problems.
	Stone verge is clogged or covered in sediment (if applicable).	Remove sediment and replace with clean stone.

SCM element:	Potential problem:	How to remediate the problem:
The pretreatment area	Flow is bypassing pretreatment area and/or gullies have formed.	Regrade, if necessary, to route all flow to the pretreatment area. Restabilize the area after grading.
	Sediment has accumulated to a depth greater than three inches.	Search for the source of the sediment and remedy the problem if possible. Remove the sediment and restabilize the pretreatment area.
	Erosion has occurred.	Provide additional erosion protection such as reinforced turf matting or riprap if needed to prevent future erosion problems.
	Weeds are present.	Remove the weeds, preferably by hand.
The bioretention cell: vegetation	Best professional practices show that pruning is needed to maintain optimal plant health.	Prune according to best professional practices.
	Plants are dead, diseased or dying.	Determine the source of the problem: soils, hydrology, disease, etc. Remedy the problem and replace plants. Provide a one-time fertilizer application to establish the ground cover if a soil test indicates it is necessary.
	Tree stakes/wires are present six months after planting.	Remove tree stake/wires (which can kill the tree if not removed).
The bioretention cell: soils and mulch	Mulch is breaking down or has floated away.	Spot mulch if there are only random void areas. Replace whole mulch layer if necessary. Remove the remaining mulch and replace with triple shredded hard wood mulch at a maximum depth of three inches.
	Soils and/or mulch are clogged with sediment.	Determine the extent of the clogging - remove and replace either just the top layers or the entire media as needed. Dispose of the spoil in an appropriate off-site location. Use triple shredded hard wood mulch at a maximum depth of three inches. Search for the source of the sediment and remedy the problem if possible.
	An annual soil test shows that pH has dropped or heavy metals have accumulated in the soil media.	Dolomitic lime shall be applied as recommended per the soil test and toxic soils shall be removed, disposed of properly and replaced with new planting media.

SCM element:	Potential problem:	How I will remediate the problem:
The underdrain system (if applicable)	Clogging has occurred.	Wash out the underdrain system.
The drop inlet	Clogging has occurred.	Clean out the drop inlet. Dispose of the sediment off-site.
	The drop inlet is damaged	Repair or replace the drop inlet.
The receiving water	Erosion or other signs of damage have occurred at the outlet.	Contact the NC Department of Environment and Natural Resources Regional Office.

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I acknowledge and agree by my signature below that I am responsible for the performance of the maintenance procedures listed above. I agree to notify the City of Wilmington of any problems with the system or prior to any changes to the system or responsible party.

Project name:_____

SCM drainage basin number:_____

Print name:_____

Title:_____

Address:_____

Phone:_____

Signature:_____

Date:_____

Note: The legally responsible party should not be a homeowners' association unless more than 50% of the lots have been sold and a resident of the subdivision has been named the president.

I, _____, a Notary Public for the State of _____, County of _____, do hereby certify that _____ personally appeared before me this _____ day of _____, _____, and acknowledge the due execution of the forgoing bioretention maintenance requirements. Witness my hand and official seal,

SEAL

My commission expires_____