

SUBMIT CHECKLIST AND PHOTO DOCUMENTATION TO STORMWATER@BURLINGAME.ORG OR BY MAIL TO ADDRESS BELOW



City of Burlingame
Public Works Department
501 Primrose Road
Burlingame, CA 94010
stormwater@burlingame.org

Rainwater Harvesting Systems Operation and Maintenance Inspection Report

Date of Inspection: _____ Property Address: _____

Name of person to contact regarding this report: _____ Phone: _____

Email: _____ Property Owner Site Manager Contractor Other: _____

Issue	Conditions When Maintenance Is Needed	Conditions Present? (Yes/No)	Comments (Describe maintenance action taken including date completed or if maintenance was not conducted, note when it is scheduled to be done)	Expected Results When Maintenance Is Performed
1. Sediment and debris accumulation	Sediment or debris accumulated in filters, screens, gutters, downspouts, first-flush devices, roof washers, or other collection surfaces. Sediment accumulated in cistern(s).			Sediment and debris removed and disposed of properly. Collection surfaces do not contribute sediment and debris.
2. Water quality	Treatment system is not working properly. Water contains bacteria or algae.			Treatment system is operational and maintaining minimum water quality requirements.
3. Inlet/outlet	Inlets or outlets are blocked, broken, or leaking.			Water should convey into the inlet and out through the outlets without encountering blockages, leakages, or broken parts.
4. Miscellaneous	Any condition not covered above that needs attention in order for the rainwater harvesting system to function as designed.			Meets the design specifications.

Photo Documentation

Please submit photos showing the current conditions of the bioretention area.

Photos are included in a separate page or Photos will be sent separately via email

Certification Statement

I hereby certify that the information presented in this report is true and complete to the best of my knowledge:

Signature of Property Owner or Other Responsible Party

Print Name

Date