

Maintenance Checklist

When conducting pond maintenance, there are some activities that should not be done without obtaining permission from both Roads and Transportation and Development Services. For example, the location, shape and depth of the pond is specified within the approved plans and cannot be altered without obtaining written approval. It is also recommended that trees not be planted on the dam of the pond since tree root systems can cause the dam to become unstable and result in costly repairs.

Use of a maintenance checklist is recommended to document the condition of and maintenance performed on the pond. This checklist should be accompanied by a schedule for pond maintenance. Below are some basic maintenance items that should be included in stormwater pond maintenance:

Stormwater Pond Monthly Maintenance	Yes/No/NA	Comments
Date: Inspected by:		
Removal of floating debris		
Removal of woody vegetative growth from pond area and embankments		
Removal of trash and/or sediment		
Removal of obstructions in orifices and/or outlets		
Mowing of pond, banks, and dam		
Stormwater Pond Annual Maintenance	Yes/No/NA	Comments
Date: Inspected by:		
Repair erosion to the outfall or spillway		
Repair and/or replace damaged structures		
Repair animal burrows and/or other leaks in dam		
Debris removed from overflow spillway and grates		

Information included in this brochure used with permission from Geauga SWCD, Burton, OH

Stormwater Pond Maintenance



Department of Development Services

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Stormwater Ponds

Developed areas have rooftops, streets, sidewalks, and other impervious surfaces which don't allow stormwater (rainwater) to soak into the ground like it would in an undeveloped area. Instead, the stormwater becomes runoff. Stormwater runoff picks up items from the ground (yard chemicals, vehicle fluids, litter, etc.), and carries them untreated to storm drains and drainage ditches which empty into nearby creeks or streams. Stormwater ponds are used to help hold stormwater runoff while filtering out sediments and contaminants before releasing the water into a nearby creek or stream. This helps protect waterbodies from pollutants and prevent flooding.

Stormwater ponds are classified as retention or detention ponds. They serve different functions but either one can be utilized for stormwater management. Both types require regular maintenance for pond longevity and functionality.

A retention pond (wet pond) is a stormwater management facility that provides for permanent storage of runoff. The stormwater is only released through percolation, evaporation, transpiration or through an emergency overflow. These ponds allow pollutants and sediments to settle out before the water is released into a nearby natural water body.

A detention pond (dry pond) is a stormwater management facility for the temporary storage of runoff. It is designed to hold water for a short period of time, typically 2-6 days, but no less than 48 hours and then go dry when the water percolates into the ground.



Retention Pond



Detention Pond

Maintenance and Responsibility

Proper pond maintenance is critical and aids in the prevention of many problems that may arise from having a poorly maintained stormwater pond. Wildlife habitat destruction, flooding and erosion are issues that may occur due to the lack of maintenance. Damage cannot easily be reversed, especially if adjoining waterbodies are affected.

Some maintenance items such as sediment removal or checking on the stability of the outlet pipe should be part of the regularly scheduled pond maintenance. Sediment builds up in a pond over time and needs to be removed to ensure the pond has enough storage capacity for stormwater and to inhibit the amount of re-suspension of sediment. The outlet structure in a pond is installed to meet specific discharge criteria. Erosion around the outlet or breakdown of the pipe structure needs immediate attention to allow the pond to release water at the designated rate.

Stormwater ponds, whether they are located on a commercial or residential lot, may be the responsibility of a business, developer, individual homeowner, or homeowner association. Pond ownership and maintenance responsibility is typically outlined in a Trust Indenture for subdivisions or within a Deed Restriction if not within a subdivision. Either document should identify the owners, how the upkeep will be funded, and who will perform inspections and maintenance. For more information, refer to Article 11 of the *Jefferson County Subdivision and Construction Regulations*.

A regular maintenance program should be implemented and used to ensure the pond continues to function properly to avert potential problems. If located within a subdivision, it would be advisable to schedule a meeting with the Homeowners Association to discuss the legal and financial responsibilities, the importance of upkeep, and assign maintenance responsibilities.

Please see the back of this brochure for a maintenance checklist.