

City of Winston-Salem Stormwater Division – Stormwater Post Construction Permit Annual Compliance Report

General

Development Name:	Permit No:
Contact Person:	Phone Number:
Inspection Year (e.g. June 2019-May 2020):	

Location

Development Address:

Permit Information

Stormwater Management System Addresses (*circle one*): Water Quality Water Quantity Both

Stormwater Control Measures (SCM's) Inspected in the past year applicable to this site (*insert number of each*):

Wet Ponds Infiltration Basins Infiltration Trenches Swales Stormwater Wetland
 Dry Ponds Bioretention Cells Permeable Pavement Sand filters (*circle one*) – Open/Closed
 Underground Cistern/Piping Detention System Level Spreader/Filter Strip Bay Filters Contech Filters
 Other (*specify type and number on site*): _____

File Review - Notification of Changes etc.

	Yes	No	N/A
1. Is the development still consistent with the approved set of as-built records? (Have additions been made to the site which have increased the impervious area for example but for which the City Stormwater Division was not notified)			
2. In the case of a HOA has the contact person for the HOA changed since the time of the recorded O&M Agreement? If so please provide the new contact for the HOA in a later section of this report			
3. Has the ownership of the system changed since the O&M Agreement was recorded?			
4. Has the City of Winston-Salem Stormwater Division been notified of any owner changes and have the appropriate procedures been followed for such change in ownership per the O&M Agreement requirements?			

Built Upon Area (BUA)

	Yes	No	N/A
5. Is the BUA still consistent with the permitted design or have other construction activities occurred without the Stormwater Divisions knowledge?			
6. Is the BUA (as permitted) graded such that the runoff drains to the system?			
7. Is the drainage area still consistent with the permit? (i.e. no unpermitted drainage to the SCMs)			
8. Is the drainage area stabilized? (to reduce risk of sedimentation to the SCM's)			

Stormwater SCM's - General

	Yes	No	N/A
9. Are the SCM(s) still located per the approved plans?			
10. Are the SCM(s) specifications still matching the permitted plans?			
11. Have any unpermitted changes or modifications been made to the SCM(s)?			
12. Are the Riparian buffers recorded during permitting (if applicable) free of disturbance & built upon area?			

Stormwater SCM(s) - Operation and Maintenance

	Yes	No	N/A
13. Are the recorded Stormwater Access and Maintenance Easements, or general access to the site and the system in the case of a blanket easement, clear and well maintained?			
14. Are the SCM(s) been operated and maintained per the permit/recorded O&M Agreement requirements?			
15. Have all of the SCM(s) inspections carried out in the past year been carried out per the required frequency as stated in the O&M Agreement and copies of those inspections provided here with this annual report?			
16. If the inspections necessitated any maintenance of the SCM(s) has all such documentation of maintenance been provided here as in what the issue was, who carried out the maintenance/repairs, when was it done along with photographic evidence of before and after repairs?			

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SCM(s) Inspectors

	Yes	No	N/A
17. Have all of the past years inspections of the SCM(s) been carried out by a suitable qualified professional such as a Registered Engineer or Landscape Architect in the State of North Carolina, or an individual who has attained certification to inspect SCM(s) through North Carolina State University’s SCM Inspection course? Documentation of such credentials must be included with the annual inspection records submitted with this report and should include the name, their contact address and phone number and proof of their qualifications to carry out such inspections such as seals attached to the inspections or photocopies of their NC State certification.			

Inspection Photographs – **Required to be submitted with annual inspection reports**

	Yes	No	N/A
18. Are all relevant photographs taken during the individual inspections and if applicable, maintenance activities, included here in with this report submittal and do all these photographs have date stamps?			

Comments - Please list or include below any other comments that you may see as relevant to this submittal of records. Please add and attach additional sheets to the back of this report if more room is necessary:

Ownership Information – Provide the latest owner and/or HOA contact person name, address and phone number below. Please note that if changes to ownership were made without the City Stormwater Division been made aware of it, then the original owner and the new owner must immediately address and comply with the O&M Agreement item that details transfer of ownership and request that the Stormwater Division reissue the permit to the new owner. Please state if this is the case also below and when the Stormwater Division can expect to be notified.

Financial Statement of Escrowed Funds – If a HOA is involved in the ownership of this Stormwater management system then this means there was an escrow account established at the time of permitting. The HOA is obliged to add funds to this account per the Post Construction Stormwater Management ordinance and O&M Agreement/Escrow Agreement requirements and to maintain such funds in this account. A most recent financial statement of escrowed funds should be attached here to this report

Financial Statement Attached Yes No (If no explain why not and when this statement will be provided)

Compliance Status Compliant Non-Compliant

If non-compliant with any aspect of the permit and its O&M Agreement please provide additional documentation, plan of action etc. of how and when the non-compliant issues will be addressed.

Inspector Name and Signature: _____ **Date:** _____

Inspector Qualifications: _____
(State NC License Number and attach seal to this report or include a copy of NC State SCM Inspector Qualifications)