

# Checklist 7 - SEDIMENT RETENTION PONDS

Contractor:	Date:	Consent #:		Site:
Inspector:	Time:			
<b>Site Inspection of Erosion and Sediment Control Practices</b>				
<b>Erosion and Sediment Control Practice</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Corrective Action</b>
<b>General Information</b>				
Do you know what receiving system the project drains into				
Are you aware of local rainfall patterns during various times of the year				
Soil types and erosion potential for site				
Is a copy of the erosion and sediment control plan on site				
Is temporary fencing placed in areas where no construction is to take place				
<b>Construction</b>				
Implement sediment control downslope of the proposed sediment retention pond				
Clear areas of proposed fill of topsoil or other suitable material down to competent material.				
If the pond is to be converted to a permanent stormwater management pond ensure that a key trench is constructed				
Use only approved fill material.				
Place and compact fill in layers per the engineering recommendations				
Construct fill embankment 10% higher than the design height to allow for settlement				
Install pipework and anti-seep collars or filter collars during construction of the embankment and ensure good compaction around pipes				
Construct the emergency spillway				
Install and stabilise the level spreader				
Securely attach the decant system to the horizontal pipework. Make all connections watertight. Place any manhole riser on a firm foundation of concrete or compacted soil				
Protect inlet and outlet with fabric				
Install baffles when the pond's length to width ratio < 3:1				
Provide an all weather access track for maintenance				
Check all elevations to ensure proper function and rectify any inaccuracies				

Stabilise both internal and external batters with vegetation and the emergency spillway in accordance with the approved erosion and sediment control plan				
Undertake an As Built assessment at the completion of construction and rectify any discrepancies with the design				
<b>Maintenance</b>				
Clean out pond before the volume of accumulated sediment reaches 20% of the total pond volume. A staff gauge would assist in this determination				
Clean out ponds with high capacity sludge pumps or with excavators loading the material onto sealed tip trucks to an area that will not discharge sediment off-site				
Clean out forebay after each runoff event if there is any evidence of sediment deposition				
Inspect pond every day and before every forecasted rainfall event				
Inspect for correct operation after every runoff event				
Immediately repair any damage caused by erosion or construction equipment				
<b>Decommissioning</b>				
Install a silt fence or other device downhill from the pond				
Dewater pond				
Remove and correctly dispose of all accumulated sediment				
Backfill the pond and compact soil. Regrade as required				
Stabilise all exposed surfaces				

