

MONITORING, INSPECTION, AND MAINTENANCE REPORT TEMPLATE

1. TITLE PAGE

- A. Site name
- B. Site Address
- C. Site APN
- D. TRPA Project Permit File Number
- E. Contact information

2. MONITORING LOCATIONS, OBJECTIVES, RESULTS AND ANALYSIS

- A. Site Description, including uses on site, landscaping, connectivity to sensitive areas, etc. (this may be the same description used in the Monitoring Plan),
- B. Permit Conditions satisfied by the report,
- C. Descriptions of BMPs or conditions being monitored,
- D. Monitoring point description and Site Plan (Attachment A)
- E. Overall description of weather conditions during the reporting interval, i.e. unusually warm or cold, wet or dry
- F. Include any changes in property use or drainage patterns
- G. Data

Water Quality Data (Attachment B) – Highlight all samples which exceed discharge standards

SURFACE DISCHARGE STANDARDS					
Date/Location	DIN 0.5 mg/l	DP 0.1 mg/l	Grease/Oil 2.0 mg/l	Suspended Sediment 250 mg/l	Comments

GROUNDWATER DISCHARGE STANDARDS					
Date/Location	TN 5mg/l	TP 1 mg/l	Turbidity 200 NTU	Grease/Oil 40 mg/l	Comments

Photo Monitoring (Attachment C)

DATE/LOCATION	DESIRED CONDITION	OBSERVED CONDITION	ACTION TAKEN

- H. Explanation of any Violations of Standards
- I. Describe actions taken to prevent future exceedences

3. MAINTENANCE

- A. Overview of Maintenance Activities including frequency
- B. Maintenance Log (Attachment D)
- C. Describe actions taken to prevent future maintenance issues