

Metropolitan Nashville - Davidson County

Cistern Inspections and Maintenance Checklist

Site Name: _____ Owner Change since last inspection? Y N

Location: _____

Owner Name: _____

Address: _____ Phone Number: _____

Site Status: _____

Date: _____ Time: _____ Site conditions: _____

Underground Storage Aboveground Storage

Inspection Frequency Key: A=annual (required); M=monthly (recommended); S=after major storms (recommended)

Inspection Items	Inspection Frequency	Inspected? (Yes/No)	Maintenance Needed? (Yes/No)	Comments/Description
Roof System				
Are gutters and downspouts free of leaves and other debris?	<i>2x per Yr</i>			
Are pre-screening devices and first flush diverters clean and fully operational?	<i>4x per Yr</i>			
Piping				
Storage tank lids clean (especially vents and screens on inflow and outflow spigots)?	<i>A</i>			
Mosquito screen functioning properly and without holes or gaps?	<i>A</i>			
Are overflow pipes, overflow filter paths and/or secondary runoff reduction practices functioning properly?	<i>A</i>			
A qualified third party inspector should examine the following every three years:				
Sediment buildup in tank?	<i>Every 3 Yrs</i>			
Are trees and overhanging vegetation over roof surface?	<i>Every 3 Yrs</i>			
Backflow preventer functioning properly?	<i>Every 3 Yrs</i>			

Inspection Items	Inspection Frequency	Inspected? (Yes/No)	Maintenance Needed? (Yes/No)	Comments/Description
Is the structural integrity of the tank, pump, pipe and electrical system sound?	Every 3 Yrs			
Do any damaged or defective system components need to be replaced?	Every 3 Yrs			
Hazards				
Physical appearance of water? Any odors?	A/M			
Mosquito larvae present?	A/M			
Complaints from residents?	A/M			

Inspector Comments: _____

Overall Condition of Facility: Acceptable Unacceptable

If any of the above Inspection Items are checked "Yes" for "Maintenance Needed," list Maintenance actions and their completion dates below:

Maintenance Action Needed	Due Date

The next routine inspection is scheduled for approximately: _____
 (date)

Inspected by: (signature) _____

Inspected by: (printed) _____