

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