SMALL STRUCTURE INSPECTION REPORT

6' up to and including 20' LENGTH

Feature On		County:		Structure Number
Feature Under		Municipality:		
Service Feature Under		Owner:		
Location		Lane Count On		
Latitude		Traffic Pattern On		
Longitude		Existing Load Posting		

Total Structure Length:	
Total Structure Width:	
Structure Roadway Width:	

Wearing Surface Material	
Overburden	inches

Structure Type

Pipe/Cell/Span	Type/Configuration	Material	Pipe/Cell/Span Width (feet)	Opening Height (inches)	Pipe/Cell Length
1					
2					
3					
4					
5					

Bridge Type Structures (Information needed to complete load rating)

Girder Size	Girder Height	Girder Width	Web Size	Flange Thickness	Other
Girder Information/Size					

Number of Girders	
Girder Spacing	
Deck/Slab Thickness	
Wearing Surface Material	

Channel/Waterway Observations (erosion, scour, flood/highwater, debris):

General Inspection Notes –

NBI Condition Ratings

NBI	Rating
Deck	
Superstructure	
Substructure	
Culvert	

Inspector Information

Team Leader Name and No. (Print)	Team Member(s) Name(s) (Print)	
Team Leader Signature	Insp. Date	Inspection Agency

Instructions
SMALL STRUCTURE INSPECTION REPORT

6' up to and including 20' LENGTH

- **Structure Number -** The unique number assigned by HSIS upon Inventory upload.
  Note: If a unique number has not been assigned by HSIS, use this line to assign a Temporary ID.
- **Feature On -** Name(s) of the roadway or route number(s) on the structure.
- **Feature Under** – Name, if known, of the feature under. Examples – Smith Creek, Hilldale Ped Path.
- **Service Feature Under** – Select from waterway, pedestrian path, land/cattle pass, or other.
- **Location** - A distance in tenths of a mile and a direction from nearest public highway intersection.
- **Latitude and Longitude** – use decimal degrees with up to 7 numbers beyond the decimal.
- **County** - The county in which the structure is located.
- **Municipality** - The municipality in which the structure is located (city, village, or town).
- **Owner** - The owner agency of the structure (Options: County-30, City-40, Village-41, Town-42)
- **Lane Count On** – The number of highway traffic lanes over the structure.
- **Traffic Pattern On** – The traffic pattern over the structure – one way, two way.
- **Existing Load Posting –** Any load limit posted on a sign at the structure**.**
- **Total Structure Length -** Length of the structure in tenths of a foot measured at the center of the roadway between under-copings on bridge like structures or extreme ends of the opening of culvert like structures.
- **Total Structure Width** - The out-to-out width of the structure measured perpendicular to the roadway centerline. For culverts, the distance perpendicular to the roadway centerline from the end to end of the culvert.
- **Structure Roadway Width -** The clear width of the useable roadway over the structure. The distance between the inside faces of rails, curbs or parapets; or for buried structures, outside edge to outside edge of useable travel way.
- **Wearing Surface Material** – Material makeup of the wearing surface - typically, asphalt, concrete, or crushed rock.
- **Overburden -** measured or estimated average depth of the overburden material placed on the top of the structure (note in the comments area if measured or estimated).
- **Wearing Surface Material** – The top surface of the overburden, such as an asphalt, concrete, base course, soil, etc.

Structure Type

- **Pipe/Cell/Span** – Each pipe, cell, or span must be recorded separately.
- **Type/Configuration –** The structure configuration: Bridge, Box, Arch, or Pipe
- **Material –** If structure is bridge like, code the material of the girders or beams, otherwise code the primary material of the arch, box, or pipe. (concrete, precast concrete, steel, galvanized steel, aluminum, timber, masonry, or plastic)
- **Pipe/Cell/Span Width (feet) –** the width of each pipe/cell/span measured perpendicular from the inside wall to inside wall, or the pipe diameter.
- **Opening Height (inches) –** the maximum vertical height of each pipe/cell/span measured from the ceiling. This is the diameter for circular pipes.
- **Pipe/Cell Length (feet) -** the length of the pipe or cell measured along the center of the pipe or cell of the structure.

Channel/Waterway Observations (erosion, scour, flood/highwater, debris)

- Record observations about the condition of the channel or waterway with respect to erosion, movement, scour, flood damage, or highwater marks.

General Inspection/Maintenance Notes

- General inspection/maintenance notes that come up during the inspection that the inspector deems necessary to document. Include notes used to further describe and clarify the structure's condition.

NBI Condition Ratings

- **Deck –** The portion of a bridge like structure which directly supports the live load traffic of a multigirder or rigid frame. The entire slab of slab structures.
- **Superstructure –** Girders and rigid frames, support the deck, and deliver the deck and live traffic loads to the substructure units. The entire slab of slab structures.
- **Substructure –** All elements located below the bearings which support the superstructure and deck.
- **Culvert –** A buried structure carrying traffic over an obstruction that is 20-feet or less in length.

Inspector Information

- **Team Leader Name and No. Printed –** The name and inspector number of the inspector performing the inspection.
- **Team Member(s) Name(s) Printed –** The names of the team members performing the inspection.
- **Team Leader Signature –** The current inspector's handwritten signature.
- **Insp. Date –** The date the inspection was performed.
- **Inspection Agency –** The agency name employing the inspector.