



Submit report to:  
City of Lynchburg  
525 Taylor Street  
Lynchburg, Virginia 24501  
Attn: Stormwater Compliance Inspector  
434-455-4250

**EXTENDED DETENTION PONDS: O&M CHECKLIST – Virginia Stormwater Management Handbook, Chapter 9-C.16.0.  
Due Every April 1**

Inspection Date \_\_\_\_\_  
Project \_\_\_\_\_ Site Plan/Permit Number \_\_\_\_\_  
Location \_\_\_\_\_ Date BMP Placed in Service \_\_\_\_\_  
Date of Last Inspection \_\_\_\_\_ Inspector \_\_\_\_\_  
Owner/Owner's Representative \_\_\_\_\_  
As-Built Plans available: Y / N

Facility Type: Level 1 \_\_\_\_\_ Level 2 \_\_\_\_\_

Pond characteristics and functions  
(check all that apply)

- Water quality treatment
- Channel protection
- Ties into groundwater

Hydraulic Configuration:

- On-line facility
- Off-line facility

Type of Pre-Treatment Facility:

- Sediment forebay (above ground)
- Vegetated buffer area
- Grass filter strip
- Grass channel
- Other: \_\_\_\_\_

*Ideally, Extended Detention Ponds should be inspected annually. ED Ponds are prone to a high clogging risk at the ED low-flow orifice. Ideally, the orifice should be inspected at least twice a year after initial construction. The constantly changing water levels in ED Ponds make it difficult to mow or manage vegetative growth. The bottom of ED Ponds often become soggy, and water-loving trees such as willows may invade and will need to be managed. Periodic mowing of the stormwater buffer is only required along maintenance rights-of-way and the embankment. The remaining buffer may be managed as a meadow (mowing every other year) or forest. Frequent removal of sediment from the forebay (every 5-7 years, or when 50% of the forebay capacity is filled) is essential to maintain the function and performance of the ED Pond. Sediments excavated from ED Ponds are usually not considered toxic or hazardous, so they can be safely disposed of either by land application or land filling.*

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
<b>Contributing Drainage Area</b>	Adequate vegetation		Supplement as needed.	Owner	
	There is excessive trash and debris		Remove immediately.	Owner or professional	
	There is evidence of erosion and/or bare or exposed soil		Stabilize immediately.	Owner or professional	
	There is excessive landscape waste and yard clippings		Remove immediately.	Owner or professional	
<b>Pre-Treatment</b>	There is adequate access to the pre-treatment facility		Establish adequate access	Professional	
	There is excessive trash and debris		Remove immediately.	Owner or professional	
	There is evidence of erosion and/or exposed soil.		Immediately identify and correct the cause of the erosion and stabilize the eroded or bare area.	Owner or professional	
	Sediment deposits are 50% or more of forebay capacity.		Dredge the sediment to restore the design capacity; sediment should be dredged from forebays at least every 5-7 years, and earlier, as needed.	Professional	
	The sediment marker is not vertical.		Adjust the sediment depth marker to a vertical alignment	Professional	
	There is evidence of clogging		Clear blockages of the riser or orifice(s) and make other adjustments needed to meet the approved design specifications	Professional	
	There is dead vegetation		Revegetate, as needed	Owner or professional	
<b>Inlet</b>	The inlet provides a stable conveyance into the pond		Stabilize immediately, as needed, and clear blockages.	Owner or professional	
	There is excessive trash, debris, or sediment.		Remove immediately	Owner or professional	
	There is evidence of erosion/undercutting at or around the inlet		Repair erosion damage and restabilize	Owner or professional	
	There is cracking, bulging, erosion or sloughing of the forebay dam.		Repair and restabilize immediately.	Professional	
	There is woody growth on the forebay dam.		Remove within 2 weeks of discovery.	Professional	
	There is evidence of nuisance animals.		Animal burrows must be backfilled and compacted. Burrowing animals should be humanely removed from the area.	Professional	
	There is more than 1 inch of settlement.		Add fill material and compact the soil to the design grade	Owner or Professional	
	The inlet alignment is incorrect.		Correct immediately.	Owner or Professional	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
<b>Vegetation</b>	Plant composition is consistent with the approved plans		Determine if existing plant materials are consistent with the general Wet Pond design criteria, and replace inconsistent species.	Professional	
	Invasive species are present.		Remove invasive species immediately and replace vegetation as needed.	Professional	
	Trees planted in the buffer and on wetland islands and peninsulas need watering during the first growing season		Consider watering every 3 days for first month, and then weekly during first year (April – October), depending on rainfall.	Owner or professional	
	Grass around the facility is overgrown		Mow (at least twice a year) to a height of 4"-9" high and remove grass clippings.	Owner or professional	
	Vegetation is dead or reinforcement planting is needed.		Remove and replace dead or dying vegetation.	Professional	
<b>Permanent Pool and Side Slopes</b>	There is excessive trash and/or debris.		Remove immediately	Owner or professional	
	There is evidence of sparse vegetative cover, erosion or slumping side slopes.		Repair and stabilize physical damage, and reseed or plant additional vegetation.	Owner or professional	
	There is evidence of nuisance animals.		Animal burrows must be backfilled and compacted. Burrowing animals should be humanely removed frm area.	Owner or professional	
	There is significant sediment accumulation.		Conduct a bathymetric study to determine the impact to design volumes, and dredge if necessary.	Professional	
<b>Riser/Principle Spillway and Low-Flow Orifice(s)</b>	There is adequate access to the riser for maintenance.		Establish adequate access	Professional	
	Pieces of the riser are deteriorating, misaligned, broken or missing.		Repair immediately.	Professional	
	Adjustable control valves are accessible and operational.		Repair, as needed.	Professional	
	Reverse-slope pipes and flashboard risers are in good condition.		Repair, as needed.	Professional	
	Seepage into conduit		Seal conduit	Professional	
	There is evidence of clogging		Clear blockages of the riser or orifice(s) and make other adjustments needed to meet the approved design specs.	Professional	
	There is excessive trash, debris, or other obstructions in the trash rack.		Remove immediately.	Owner or professional	

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<b>Dam/ Embankment and Abutments</b>	There is sparse veg. cover, settlement, cracking, bulging, misalignment, erosion rills deeper than 2 inches, or sloughing.		Repair and restabilize immediately, especially after major storms.	Professional	
	There are soft spots, seepage, boggy areas or sinkholes.		Reinforce, fill and stabilize immediately.		
	There is evidence of nuisance animals.		Animal burrows must be backfilled and compacted. Burrowing animals should be humanely removed from the area.		
	There is woody vegetation on the embankment.		Removal of woody species near or on the embankment and maintenance access areas should be done when discovered, but at least every 2 years.		
<b>Overflow/ Emergency Spillway</b>	There is woody growth on the spillway.		Removal of woody species near or on the emergency spillway should be done when discovered, but at least every 2 years.	Owner or professional	
	There is excessive trash, debris, or other obstructions.		Remove immediately.	Owner or professional	
	There is evidence of erosion/backcutting		Repair erosion damage and reseed	Owner or professional	
	There are soft spots, seepage or sinkholes.		Reinforce, fill and stabilize immediately.	Owner or professional	
	Only one layer of stone armoring exists above the native soil.		Reinforce rip-rap or other armoring materials.	Professional	
<b>Outlet</b>	The outlet provides a stable conveyance from the pond.		Stabilize immediately, as needed, and clear blockages.	Owner or professional	
	There is woody growth within 5 feet of the outlet pipe barrel.		Prune vegetation back to leave a clear discharge area.	Owner or Professional	
	There is excessive trash, debris, or other obstructions.		Remove immediately.	Owner or professional	
	There are excessive sediment deposits at the outlet.		Remove sediment.	Professional	
	Discharge is causing undercutting, erosion or displaced rip-rap at or around the outlet.		Repair, reinforce or replace rip rap as needed, and restabilize.	Professional	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
Overall	Access to the facility or its components is adequate.		Establish adequate access. Remove woody vegetation and debris that may block access. Ensure that hardware can be opened and operated.	Professional	
	Fences are inadequate		Collapsed fences must be restored to an upright position. Jagged edges and damaged fences must be repaired or replaced.	Professional	
	Water levels in one or more cells are abnormally high or low.		Clear blockages of the riser or orifice(s) and make other adjustments needed to meet the approved design specifications.	Professional	
	Complaints from local residents		Correct real problems.	Owner or professional	
	Mosquito proliferation		Eliminate stagnant pools and stock the basin with mosquito fish to provide natural mosquito & midge control. Treat for mosquitoes as needed. If spraying, then use mosquito larvicide, (e.g., Bacillus thurendensis or Altoside formulations) <i>only if absolutely necessary</i> .	Owner or professional	
	Encroachment on the pond or easement by buildings or other structures		Inform involved property owners of BMPs status ; clearly mark the boundaries of the receiving pervious area, as needed	Owner or professional	
Safety signage is not adequate.		Provide sufficient, legible safety signage.	Owner or professional		