



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

**INFILTRATION PRACTICES: O&M CHECKLIST – Virginia Stormwater Management Handbook, Chapter 9-C.9.0.**

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 \_\_\_\_\_

Facility Location:

- Surface
- Underground

Hydraulic Configuration:

- On-line facility
- Off-line facility

Filtration Media:

- No filtration (e.g., dry well, permeable pavement, infiltration facility, etc.)
- Sand
- Bioretention Soil
- Peat
- Other: \_\_\_\_\_

Type of Pre-Treatment Facility:

- Sediment forebay (above ground)
- Sedimentation chamber
- Plunge pool
- Stone diaphragm
- Grass filter strip
- Grass channel
- Other: \_\_\_\_\_

*Ideally, infiltration facilities should be inspected annually. Spill Prevention measures should be used around infiltration facilities when handling substances that contaminate stormwater. Releases of pollutants should be corrected as soon as identified.*

| Element of BMP  | Potential Problem  | Y / N | How to Fix Problem   | Who Will Address Problem | Comments |
|---|--|-------|--|--------------------------|----------|
| <b>Contributing Drainage Area</b>   | There is excessive trash and debris  |       | Remove immediately   | Owner or professional    |          |
|   | There is evidence of erosion and / or exposed soil   |       | Stabilize immediately  | Owner or professional    |          |
|   | Vegetative cover is adequate   |       | Supplement as needed   | Owner or professional    |          |
|   | There are excessive landscape waste or yard clippings  |       | Remove immediately and recycle or compost  | Owner or professional    |          |
| <b>Pre-Treatment Facility</b>   | There is adequate access to the pre-treatment facility   |       | Establish adequate access  | Professional             |          |
|   | There is excessive trash, debris, or sediment.   |       | Remove immediately   | Owner or professional    |          |
|   | There is evidence of erosion and/or exposed soil   |       | Stabilize immediately  | Owner or professional    |          |
|   | There is evidence of clogging (standing water, noticeable odors, water stains, algae or floating aquatic vegetation) |       | Identify and eliminate the source of the problem. If necessary, remove and clean or replace the clogged material.                              | Professional             |          |
|   | There is dead vegetation or exposed soil in the grass filter   |       | Restabilize and revegetate as necessary  | Owner or professional    |          |
| <b>Inlets</b>   | Inlets provide a stable conveyance into facility   |       | Stabilize immediately, as needed.  | Owner or professional    |          |
|   | There is excessive trash/debris/sediment.  |       | Remove immediately   | Owner or professional    |          |
|   | There is evidence of erosion at or around the inlet  |       | Repair erosion damage and reseed or otherwise restabilize with vegetation  | Owner or professional    |          |
| <b>Embankment, Flow Diversion Structures (e.g., Dikes, Berms, etc.) and Side Slopes</b> | There is evidence of erosion or bare soil  |       | Identify the source of erosion damage and prevent it from recurring. Repair erosion damage and reseed or otherwise restabilize with vegetation | Owner or professional    |          |
|   | There is excess sediment accumulation  |       | Remove immediately   | Owner or professional    |          |
|   | Water is not detained in the infiltration basin  |       | Check for a breach in the containment structure and repair immediately.  | Professional             |          |
|   | Side slopes support nuisance animals.  |       | Animal burrows must be backfilled and compacted. Burrowing animals should be humanely removed from area.                                       | Professional             |          |

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|--|--|-------|--|--------------------------|----------|
| <b>Maintaining Facility Capacity and Proper Drainage</b> | Look for weedy growth on the stone surface indicating sediment accumulation and potential clogging   |       | Identify and control sources of sediment and debris. Remove sediment and debris in excess of 4" in depth every 2-5 years (or sooner if performance is affected).   | Professional             |          |
|  | Measure the draw-down rate of the observation well for three days following a storm event in excess of 1/2 inches in depth. If standing water is still observed after three days, this is a clear sign that clogging is a problem. |       | Immediately clear debris from the underdrain. Replace the underdrain if necessary. If needed, regrade and till to restore infiltration capacity (the need for this can be prevented by preventing upstream erosion and subsequent sediment transport to the facility). | Professional             |          |
|  | There is excessive trash/debris  |       | Remove immediately   | Owner or professional    |          |
| <b>Vegetation</b>  | Grass within the practice is overgrown   |       | Grass must be mowed to a height of 4"-9" and grass clippings removed (ideally recycled or composted).  | Owner or professional    |          |
|  | Pioneer trees are sprouting in the base of the facility  |       | Remove trees to prevent roots from puncturing the filter fabric, allowing sediment to enter  |                          |          |
|  | Vegetation forms an overhead canopy that may drop leaf litter, fruit and other vegetative materials that may cause clogging.   |       | Prune or remove vegetation as necessary  | Owner or professional    |          |
| <b>Observation Well</b>                                  | Is each observation well still capped?   |       | Repair, as necessary.  | Professional             |          |
| <b>Outlet</b>  | Outlets are obstructed or erosion and soil exposure is evident below the outlet.   |       | Remove obstructions and stabilize eroded or exposed areas.   | Owner or Professional    |          |
|  | Evidence of flow bypassing facility  |       | Repair immediately   | Professional             |          |
|  | There is excessive trash, debris, or sediment at the outlet  |       | Remove immediately   | Owner or professional    |          |

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|---------------------------------------|--|-------|---|--------------------------|----------|
| <b>Overflow or Emergency Spillway</b> | The pipe or spillway is not effectively conveying excess water to an adequate receiving system |       | Clear sediment and debris whenever 25% or more of the conveyance capacity is blocked. When damaged pipe is discovered, it must be repaired or replaced immediately. Identify and control sources of erosion damage. Replace or reinforce stone armament whenever only one layer of stone remains. | Professional             |          |
| <b>Structural Components</b>          | Evidence of structural deterioration   |       | Repair as necessary   | Professional             |          |
|                                       | Evidence of spalling or cracking of structural components                                      |       | Repair or replace, as necessary   | Professional             |          |
|                                       | Grates are in good condition   |       | Repair or replace, as necessary   | Owner or professional    |          |
| <b>Overall</b>                        | Access to the Infiltration facility or its components is adequate                              |       | Establish adequate access. Remove woody vegetation and debris that may block access. Ensure that manholes, valves and/or locks can be opened and operated.  | Professional             |          |
|                                       | There is evidence of standing water  |       | Fill in low spots and stabilize; correct flow problems causing ponding  | Owner or professional    |          |
|                                       | Mosquito proliferation   |       | Eliminate standing water and establish vegetation; treat for mosquitoes as needed. If sprays are considered, then a mosquito larvicide, such as Bacillus thurendensis or Altoside formulations can be applied <i>only if absolutely necessary</i> .   | Owner or professional    |          |
|                                       | Complaints from local residents  |       | Correct real problems   | Owner or professional    |          |
|                                       | Encroachment on the infiltration area 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    |          |