



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

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

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
Contributing Drainage Area	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	
Pre-Treatment Facility	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	
Inlets	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	
Embankment, Flow Diversion Structures (e.g., Dikes, Berms, etc.) and Side Slopes	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	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
Maintaining Facility Capacity and Proper Drainage	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	
Vegetation	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	
Observation Well	Is each observation well still capped?		Repair, as necessary.	Professional	
Outlet	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	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
Overflow or Emergency Spillway	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	
Structural Components	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	
Overall	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	