



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

**City of Lynchburg Stormwater Utility**  
**Annual BMP Operation & Maintenance Inspection for Landscaping**  
 Due Every April 1st

Owner Name:			
Property Address: Street: City: Zip code:			
Date BMP placed in service:			
Parcel Number:	As-built plans available:	Y	N
Date of Inspection:	Type of Landscaping:		
Phone Number:	Email address:		

**Check all that apply:**

- |   |   |  |
|---|---|--|
| <b>Facility Location:</b><br><input type="checkbox"/> Surface<br><input type="checkbox"/> Underground<br><br><b>Hydraulic configuration:</b><br><input type="checkbox"/> On-line facility<br><input type="checkbox"/> Off-line facility | <b>Filtration Media:</b><br><input type="checkbox"/> No filtration media (e.g. dry well)<br><input type="checkbox"/> Sand<br><input type="checkbox"/> Bioretention soil<br><input type="checkbox"/> Peat<br><input type="checkbox"/> Other: | <b>Type of Pretreatment:</b><br><input type="checkbox"/> Sediment forebay (above ground)<br><input type="checkbox"/> Sedimentation chamber<br><input type="checkbox"/> Grass channel<br><input type="checkbox"/> Grass filter strip<br><input type="checkbox"/> Plunge pool<br><input type="checkbox"/> Stone diaphragm<br><input type="checkbox"/> Other: |
|---|---|--|

Checklist—Virginia Stormwater Management Handbook, chapter 9 Appendix

BMP Element	Frequency	Problem	Yes or No?	Corrective Action
Contributing Drainage Area	On-going	Excessive trash/debris		
		Bare exposed soil		
		Evidence of erosion		
		Excessive landscape waste/yard clippings		
Inlets	On-going	Inlets provide stable conveyance into facility		
		Excessive trash/debris/sediment accumulation at inlet		
		Evidence of erosion at/around inlet		
Channel	Annually	Scour and erosion are present within the landscaped area		Sediments are to be cleaned out of ELS forebays and flow splitters

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BMP Element	Frequency	Problem	Yes or No?	Corrective Action
Channel	Annually	Debris and sediment build-up is present at the top of the filter strip or other landscaping.		Check the tributary flows for trouble spots and correct any problems immediately. Manually remove buildup.
Gravel diaphragm	Every two years	Foot or vehicular traffic is compromising the gravel diaphragm.		Create to block traffic. Re-stabilize immediately.
Level Spreader	Twice per year	Level spreader is not performing properly. Flows are concentrating on the outflow side of the element.		Search the spreader for chips, cracks, or any other fundamental compromise of the structure. Immediately repair.
Vegetation	Monthly	Vegetative density is less than 90% cover in the boundary zone or grass filter.		Reseed and fertilize (if necessary) exposed soil.
		Plant composition consistent with approved plans.		
		Presence of invasive species/weeds		
		Dead vegetation/exposed soil		
Outlet	On-going	Outlets provide stable conveyance out of facility.		
		Excessive trash/debris/sediment accumulation at inlet		
		Evidence of erosion at/around inlet		
Overall	On-going	Maintenance access to facility		
		Condition of structural components		
		Condition of hydraulic control components		
		Excessive trash/debris/sediment		
		Evidences of erosion		
		Evidence of oil/chemical accumulation		
		Evidence of standing water; ponding, noticeable odors, water stains, presence of algae or floating aquatic vegetation		
		Complaints from local residents		
		Mosquito proliferation		
		Encroachment on facility or easement by buildings or other structures		

Once established, filter strips have minimal maintenance needs outside of the Spring clean up: regular mowing, repair of check dams and other measures to maintain the hydraulic efficiency of the strip and a dense, healthy grass cover. Grass filter strips and boundary zones of conservation filter strips must be mowed at least twice a year to prevent woody growth.