



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

**ROOFTOP DISCONNECTION: O&M CHECKLIST – Virginia Stormwater Management Handbook,
 Chapter 9-C.2.0.
 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

Compensatory device type (include if the pervious area flow path is less than the required minimum length):
 (NOTE: See the separate plan review checklist for the compensatory device)

- Dry Well
- French Drain
- Rain Garden
- Other: _____

Element of BMP	Potential Problem	Y/ N	How to Fix Problem	Who Will Address Problem	Comments
Piping, Gutters, Drains and Pre-Treatment Sumps	Fluid from a different practice is being piped near pervious areas		Prevent adjacent uses from piping through or around pervious area.	Professional	
	Sediment and debris accumulation		Correct the source of sediment and debris and remove it immediately	Owner or professional	
	Mosquito proliferation		Correct gutter flow to eliminate standing water; treat for mosquitoes, as needed	Owner or professional	
	Runoff is not entering the receiving pervious area		Check to see if connection spout or overflow pipe is clogged. Remove the sediment.	Owner or professional	
	The downspouts remain disconnected		Restore disconnection	Owner or professional	

Element of BMP	Potential Problem	Y/ N	How to Fix Problem	Who Will Address Problem	Comments
Manufactured Products	Product or component is broken or not functioning correctly.		Follow the manufacturer's maintenance recommendations, and repair or replace as needed.	Owner or professional	
Downstream Treatment	The compensatory treatment units have not been maintained		Correct identified problems, according to the maintenance guidelines for the specific supplementary BMP.	Owner or professional	
	Stormwater discharge is ponding at point of disconnection		Dry wells or french drains may be needed, if not already present. Clean out manually, and reconstruct or replace when no longer functioning.	Professional	
	Erosion is evident at the simple disconnection, bioretention/rain gardens, filter paths, or foundation planter		Remove the sediment and debris build-up at the points where runoff enters the pervious area. Then re-stabilize.	Owner or professional	
	Practices to which the disconnection discharges are not functioning		Reference that practice's checklist for instructions to fix problems.	Professional	
	Practices to which the disconnection discharges are disturbed or have been converted		Correct identified problems and stabilize as needed	Owner or professional	
	The receiving pervious area(s) retain dimensions as shown on plans and are in good condition		Restore dimensions and make needed repairs	Owner or professional	
	There is encroachment on the receiving pervious area(s) 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	