



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

**WET PONDS: O&M CHECKLIST – Virginia Stormwater Management Handbook,
Chapter 9-C.15.0.
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
 - Extended detention included
 - Channel protection
 - Ties into groundwater
 - Single cell pond
 - Multiple-cell pond system
 - Pond with one or more wetland cells

- 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: _____

During the first 6 months following construction, the pond should be inspected twice after storm events that exceed 1/2 inch of rainfall. The aquatic benches should be planted with emergent wetland species, consistent with the Wet Pond design specifications. Bare or eroding areas in the CDA or around the pond buffer should be stabilized immediately with grass cover. Trees planted in the buffer need to be watered every 3 days for the first month, and then weekly during the remainder of the first growing season (April-October), depending on rainfall. Due to typical vegetation survival problems, it is typical to plan and budget for a round of reinforcement planting during the second growing season after construction. Wet Ponds should be inspected and cleaned up annually.

| Element of BMP | Potential Problem | Y / N | How to Fix Problem | Who Will Address Problem | Comments |
|-----------------------------------|--|-------|--|--------------------------|----------|
| Contributing Drainage Area | 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 are excessive landscape waste and yard clippings | | Remove immediately and recycle or compost | Owner or professional | |
| Pre-Treatment | 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 if performance is being affected. | 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 | |
| Inlet | 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 | |

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|---|---|-------|---|--------------------------|----------|
| Vegetation | 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 | |
| Permanent Pool and Side Slopes | 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. Remove burrowing animals humanely from the area. | | |
| | There is significant sediment accumulation. | | Conduct a bathymetric study to determine the impact to design volumes, and dredge if necessary. | Professional | |
| Riser/Principle Spillway and Low-Flow Orifice(s) | 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 | |
| | 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 | |
| | Seepage into conduit | | Seal the conduit | Professional | |
| | There is excessive trash, debris, or other obstructions in the trash rack. | | Remove immediately. | Owner or professional | |

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|--|---|-------|---|--------------------------|----------|
| Dam/ Embankment and Abutments | There is sparse veg. cover, settlement, cracking, bulging, misalignment, erosion rills deeper than 2 inches, or sloughing of the dam. | | Repair and restabilize immediately, especially after major storms. | Professional | |
| | There are soft spots, seepage, boggy areas or sinkholes present. | | 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 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. | | |
| Overflow/ Emergency Spillway | 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 | |
| Outlet | 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 | |

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|----------------|---|-------|---|--------------------------|----------|
| 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 | |