



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

**DRY SWALES: O&M CHECKLIST – Virginia Stormwater Management Handbook,
Chapter 9-C.11.0.**

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

Filtration Media:

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

Hydraulic Configuration:

- On-line facility
- Off-line facility

Type of Pre-Treatment Facility:

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

Ideally, Dry Swales should be inspected annually in the Spring, triggering such maintenance activities as sediment removal, spot revegetation, inlet stabilization, and repairs to check dams, underdrains and outlets.

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 bare or exposed soil		Stabilize immediately	Owner or professional	
	There are excessive landscape waste or yard clippings		Remove immediately and recycle or compost	Owner or professional	
Pre-Treatment and Flow Spreaders	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	
	The pea gravel diaphragm is at the correct level		Correct the installation, as needed	Professional	
Inlet and Swale Sides and Base	The inlet provides a stable conveyance into the swale		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 at or around the inlet		Repair erosion damage and reseed	Owner or professional	
Check Dams	A check dam is not functioning properly.		Check upstream and downstream sides of check dams for evidence of undercutting, side cutting or erosion and repair immediately.	Professional	
	There is a large accumulation of sediment or trash/debris behind the check dam.		Remove sediment when the accumulation exceeds 25% of the original Tv. Remove trash/debris and clear blockages of weep holes.	Professional	
	Invasive species or weeds make up at least		Remove invasive species and excessive weeds immediately	Owner or professional	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
Vegetation	10% of the facility's vegetation		and replace vegetation as needed.		
	Trees form an overhead canopy that may drop leaf litter, fruit and other vegetative materials that may cause clogging.		Prune or remove vegetation and organic litter as necessary.	Owner or professional	
	Grass height is not consistent with standards.		Dry Swales must be mowed to keep grass at a height of 4" to 9". Remove grass clippings after mowing.	Owner or professional	
	The grass cover is not dense enough or is dead or dying		Increase watering and reseed, if necessary, to maintain 95% turf cover, but avoid using chemical fertilizers unless absolutely necessary. Replace salt-killed vegetation with salt-tolerant species.	Professional	
Filter Media/ Soil	There is evidence that chemicals, fertilizers, and/or oil are present		Remove undesirable chemicals from media and facility immediately, and replace mulch or media as needed	Professional	
	There is excessive trash, debris, or sediment.		Remove trash and debris immediately. Check plant health and, without damaging plants, manually remove the sediment, especially if the depth exceeds 20% of the facility's design depth.	Owner or professional	
	There is evidence of erosion and / or exposed soil		Stabilize immediately	Owner or professional	
	There is evidence that chemicals, fertilizers, and/or oil are present		Remove undesirable chemicals from media immediately, and replace mulch or media as needed	Professional	
Underdrain	The perforated pipe is not conveying water as designed		Determine if the pipe is clogged with debris or if woody roots have pierced the pipe. Immediately clean out or replace the pipe, as necessary.	Professional	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
	The underlying soil interface is clogged (there is evidence on the surface of soil crusting, standing water, the facility does not dewater between storms, or water ponds on the surface of basin for more than 48 hours after an event).		Measure the draw-down rate of the observation well for three days following a storm event in excess of 1/2 inches in depth. After three days, if there is standing water on top but not in the underdrain, this indicates a clogged soil layer. If standing water is both on the surface and in the underdrain, then the underdrain is probably clogged. This should be promptly investigated and remediated to restore proper filtration. Grading changes may be needed or underdrain repairs made.	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	
	There is excessive trash, debris, or sediment at the outlet		Remove immediately, and keep the contributing area free of trash and debris.	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 hardware can be opened and operated.	Professional	
	Mosquito proliferation		Eliminate stagnant pools 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 swale 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	