



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

**SHEET FLOW TO VEGETATED FILTER AREAS AND CONSERVED OPEN SPACE: O&M CHECKLIST – Virginia
 Stormwater Management Handbook, Chapter 9-C.3.0.**

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 _____

Ideally, these BMP areas should be inspected annually, with the inspection conducted during the non-growing season when it is easier to observe the flow path. Once established, vegetated 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 filter strip and a dense, healthy grass cover. Grass filter strips and boundary zones must be mowed at least twice a year to prevent woody growth. A conservation easement may be required to ensure that the vegetated filter strip area and any newly established or restored forest cover may not be cleared. Also, a responsible party should ensure that routine forest improvements are made over time (i.e., thinning, invasive plant removal, etc.).

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	
Inlet	Inlets provide stable conveyance into facility		Stabilize immediately, as needed.	Owner or professional	
	Excessive trash / debris / sediment accumulation at the inlet		Remove trash and debris immediately	Owner	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
	Evidence of erosion at / around the inlet		Correct the source problem and stabilize immediately	Owner or professional	
Channel	Scour and erosion are present within the vegetated filter area		Sediments are to be cleaned out of Level Spreader forebays and flow splitters	Owner or professional	
	Debris and sediment build-up is present at the top of the vegetated filter area		Check conveyance(s) to the filter area for trouble spots and correct any problems immediately. Manually remove the deposited sediment.	Owner or professional	
Gravel Diaphragm	Foot or vehicular traffic is compromising the gravel diaphragm.		Block foot and vehicular traffic. Re-stabilize the area immediately.	Professional	
Level Spreader	The level spreader is performing properly. Flows are not concentrating on the down-gradient side of the element		Search the spreader for chips, cracks, or any other fundamental compromise of the structure. Repair immediately.	Professional	
	There is excessive landscape waste and yard clippings		Remove immediately.	Owner or professional	
Vegetation	Vegetative density is less than 90% cover in the boundary zone or grass filter		Reseed and fertilize (if necessary) the exposed soil	Owner or professional	
	The plant composition is consistent with the approved plans		Make a judgment regarding whether plants need to be replaced, and replace if necessary	Professional	
	Invasive species or weeds are present		Correctly destroy and/or remove the invasive species; make a judgment regarding whether other weeds need to be removed, and remove if necessary	Owner or professional	
	There is troublesome pest infestation		Use integrated pest management (IPM) techniques to minimize the use of pesticides and herbicides. Minimize use of organic (not chemical) fertilizer, as needed.	Owner or professional	
	There is dead vegetation and/or exposed soil		Reseed or replace dead vegetation on exposed soil areas	Owner or professional	
Overflow Area	Flows through the filter area short-circuit the overflow control section		Check that the structure is not clogged. If so, manually clean out debris immediately.	Owner or professional	

Element of BMP	Potential Problem	Y / N	How to Fix Problem	Who Will Address Problem	Comments
Outlet	The outlet provides stable conveyance away from the filter area		Stabilize immediately, as needed.	Professional	
Overall	There is adequate access to the level spreader and filter area		Establish adequate access	Professional	
	There is evidence of standing water		Fill in low spots and stabilize; correct flow problems causing ponding	Owner or professional	
	There is excessive trash and debris		Remove immediately	Owner or 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	