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## ***UNDERGROUND DETENTION FACILITY MAINTENANCE & INSPECTION CHECKLIST***

### **INTRODUCTION**

Once construction is completed, periodic site inspections are essential to monitor the effectiveness and to anticipate the maintenance needs of the facility or Best Management Practice (BMP). When conducting inspections, attention should be given not only to the BMP installed for stormwater control, but also to the conveyance system carrying runoff to the BMP and the receiving channel immediately downstream of the BMP. The conveyance channels, curbing and/or storm sewers that convey flow to the BMP or, by design, intentionally divert flows around it, are all considered BMP components and must function as intended.

Underground detention facilities shall be inspected annually. The Town prefers inspections be done by a qualified inspector given the challenges of inspecting an underground facility and equipment required.

Routine maintenance such as trash removal and sediment removal shall be performed as necessary. Maintenance such as pavement sweeping and erosion repair can extend the time between trash/sediment removal and extend the life of the BMP.

The checklists shall be signed, dated, and maintained at an accessible location with an official representative of the homeowners association, the individual or company contracted for maintenance, or the owner.



**DETENTION FACILITY: O&M CHECKLIST**

Inspection Date \_\_\_\_\_

Inspector \_\_\_\_\_ Certification Type\*/ License # \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Date BMP Placed in Service \_\_\_\_\_

Date of Last Inspection \_\_\_\_\_

Owner/Owner's Representative \_\_\_\_\_

As-Built Plans available:        Y / N

BMP characteristics and functions

(check all that apply)

- Water quality treatment
- Channel protection (Energy Balance and/or 2-year storm treatment)
- Flood protection (10-year storm treatment)
- Ties into groundwater

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: \_\_\_\_\_

\* Certified inspectors include professional engineers, architects, landscape architects, land surveyors, people who work under those licensed professionals, or people who hold a current stormwater certification from VA DEQ including SWM Inspector, Dual Inspector, SWM Combined Administrator, or Dual Combined Administrator.



Element of BMP	Potential Problem	Problem? Y/N	Investigate? Y/N	Repaired? Y/N	How to Fix Problem	Who Will Address Problem	Comments
<b>Contributing Drainage Area</b>	Inadequate vegetation				Supplement as needed.	Owner	
	There is excessive trash and debris				Remove immediately.	Owner or professional	
	There is evidence of erosion and/or bare soil				Stabilize immediately.	Owner or professional	
	There is excessive landscape waste and yard clippings				Remove immediately.	Owner or professional	
<b>Inlets</b>	There is excessive trash, debris, or sediment.				Remove immediately	Owner or professional	
	There is evidence of erosion/damage at or around the inlet				Repair erosion damage and restabilize	Owner or professional	
	Inlets are clogged by trash/ debris/ vegetation.				Remove immediately.	Owner or Professional	
<b>Chambers</b>	There is inadequate access to the chamber for maintenance.				Establish adequate access	Professional	
	Sediment at or above threshold depth.				Remove sediment immediately.	Professional	Sediment Depth____
	Trash or debris accumulating in chamber.				Remove immediately.	Professional	
	Signs of damage to chambers or connection points				Repair, as needed.	Professional	
	There is excessive trash, debris, or other obstructions.				Remove immediately.	Owner or professional	
	There is evidence of erosion/back cutting				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 riprap or other armoring materials.	Professional	
<b>Outlet</b>	The outlet is clogged by trash or debris. .				Remove immediately.	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 are excessive sediment deposits at the outlet.				Remove sediment.	Professional	
	Discharge is causing undercutting, erosion or displaced riprap at or around the outlet.				Repair, reinforce or replace riprap as needed, and restabilize.	Professional	