



CITY OF RICHMOND
DEPARTMENT OF PUBLIC UTILITIES



Submit report to:
City of Richmond Stormwater Utility
730 East Broad St., 6th Floor
Richmond, VA 23219
Attn: Credit Applications

City of Richmond Stormwater Utility
Annual BMP Operation & Maintenance Inspection for Rooftop Disconnection
Due Every August 1st

Owner Name:	
Property Address: Street: City: Zip code:	
Date BMP placed in service:	
Site plan/permit number:	As-built plans available: Y N
Date of Inspection:	Date of Last Inspection:
Phone Number:	Email address:

Compensatory device type (include if pervious area flow path is less than required minimum length:

- Dry well Rain Garden
- French Drain Other :

Checklist—Virginia Stormwater Management Handbook, chapter 9 Appendix

BMP Element	Frequency	Problem	Yes or No?	Corrective Action
Pipings, gutters, and drains	Annually	Fluid from a different practice is being piped near pervious areas		Prevent adjacent uses from piping through/around pervious area.
		Sediment accumulation, evidence of oil/chemical accumulation		
		Mosquito proliferation		
		Runoff is not entering pervious area		Check to see if connection spout is clogged. Clean sediment out of pipe.
Downstream treatment	Annually	Stormwater discharge is ponding at point of disconnection		Installation of drywells or French drains may be necessary if not already present. Clean out manually.
		Erosion at simple disconnection, bioretention/rain gardens, filter paths, or foundation planter is evident.		Remove sediment and debris buildup at points where runoff enters pervious area. Re-stabilize.
		Practices to which the disconnection releases are not functioning.		Reference that practice's checklist for instructions to fix problems.
Contributing Drainage Area—Rooftop	On-going	Pervious areas retain dimensions as shown on plans and are in good condition		
		Encroachment on pervious area or easement by buildings or other structures.		