



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 Vegetated Roofs
 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:

Facility Type (if applicable): Level I Level 2

After construction, this practice should be inspected frequently (once a month) or as needed for plant establishment, leaks, and other functional or structural concerns. Maintenance may include watering and weeding, for which the greatest need occurs in the first two years, as plants become established.

The use of herbicides, insecticides, fungicides, and fertilizers should be avoided, since their presence could hasten degradation of the waterproof membrane. Irrigation and fertilization is only required during the first year as plants are established. After the first year, maintenance consists of two visits a year for weeding of invasive species, and membrane inspections.

Care must also be taken with certain activities near the green roof. Activities such as power-washing or use of cleaning agents, detergents, or other chemicals that may drift onto the green roof may harm the roof's plant communities.

Checklist—Virginia Stormwater Management Handbook, chapter 9 Appendix

BMP Element	Frequency	Problem	Yes or No?	Corrective Action
Vegetation	Monthly, or as needed	Plant cover is less than 90%		During establishment period, plants shall be replaced once per month as needed. During long-term period, dead plants shall generally be replaced once per year in the fall months.
		Plants are wilting		Water more frequently to promote growth and survival. <i>Fertilization is not necessary and shall not be applied.</i>
		Plants are choking on excess vegetation		Fallen leaves and debris from deciduous plant foliage shall be removed.
		Invasive and nuisance plant species are present		Completely remove invasive plant species. Weeding shall be manual without the use of herbicides or pesticides. Weeds shall be removed regularly and not allowed to accumulate.

Checklist—Virginia Stormwater Management Handbook, chapter 9 Appendix

BMP Element	Frequency	Problem	Yes or No?	Corrective Action
Vegetation, con't.	Monthly, or as needed	Drought conditions are present		Mulch or shade cloth may be applied to prevent excess solar damage and water loss.
		Grasses have become unruly		Mowing of grasses shall occur as needed. Clippings shall be removed.
Vegetation Irrigation	On-going	During the establishment period (1-3 years)		Water sufficient to assure plant establishment and do not exceed 1/4 inch of water once every three days.
		During the long-term period (3+ years)		Water sufficient to maintain plant cover and do not exceed 1/4 inch of water once every 14 days.
		Plant bed is too dry		Hand water or use sprinkler system. Follow manufacturers' instructions for O&M.
Structural Components	Twice per year	Waterproof membrane is leaking or cracked.		Make necessary repairs immediately.
		Root barrier is perforated.		Replace swatch.
Drainage Layer/inlet pipes	Twice per year	Soil substrate, vegetation, debris, litter or other materials clog the drain inlet.		Inlet pipe shall be cleared. Debris, litter, and other sources of sediment shall be identified and removed to prevent clogging of inlet drains and interference with plant growth.
		Drain inlet pipe is in poor condition		Repair as needed.
		Media has become clogged with sediment		Manually removed sediment. <i>Chemicals should never be used.</i>
Soil substrate/growing medium	As needed for 1st 3 years, then twice per year	Evidence of erosion from wind or water.		If erosion channels are evident, they shall be stabilized with additional soil substrate/growth medium and covered with additional plants.
Miscellaneous	On-going	Access to the ecoroof is unsafe or inefficient		Egress and ingress routes shall be restored to design standards. Walkways shall be clear of obstructions and maintained to design standards.
		Evidence of damage or vandalism is present		Aesthetics of the ecoroof shall be maintained as an asset to the property owner and community.
		Insects are breeding/abundant at the practices		Standing water creating an environment for development of insect larvae shall be eliminated by manual means. <i>Chemical sprays shall not be used.</i>
		Threat of a spill is imminent		Spill prevention measures from mechanical systems located on roofs shall be exercised when handling substances that can contaminate stormwater. Releases of pollutants shall be corrected as soon as identified.

Checklist—Virginia Stormwater Management Handbook, chapter 9 Appendix

BMP Element	Frequency	Problem	Yes or No?	Corrective Action
Pervious Area Receiving Runoff	On-going	Downspouts or surface impervious area drains to the receiving pervious area		
		Receiving pervious areas retain dimensions as shown on plans and are in good condition.		
		Sediment accumulation		
		Evidence of standing water, ponding, noticeable odors, water stains, presences of algae or floating aquatic vegetation		
		Compensatory practice (if required)		
		Evidence of erosion.		
		Evidence of oil/chemical accumulation.		
		Vegetation: Dead vegetation/exposed soil, plant composition consistent with approved plans, presence of invasive species/weeds.		