

9-C.2.0. ROOFTOP DISCONNECTION: O&M CHECKLIST

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

Compensatory device type (include if the pervious area flow path is less than the required minimum length): **(NOTE: See the separate plan review checklist for the compensatory device)**

- Dry Well
- French Drain
- Rain Garden
- Other: _____

Element of BMP	Potential Problem	Problem? Y/N	Investigate? Y/N	Repaired? Y/N	How to Fix Problem	Who Will Address Problem	Comments
Piping, Gutters, Drains and Pre-Treatment Sumps	Fluid from a different practice is being piped near pervious areas				Prevent adjacent uses from piping through or around pervious area.	Professional	
	Sediment and debris accumulation				Correct the source of sediment and debris and remove it immediately	Owner or professional	
	Mosquito proliferation				Correct gutter flow to eliminate standing water; treat for mosquitoes, as needed	Owner or professional	
	Runoff is not entering the receiving pervious area				Check to see if connection spout or overflow pipe is clogged. Remove the sediment.	Owner or professional	
	The downspouts remain disconnected				Restore disconnection	Owner or professional	
Manufactured Products	Product or component is broken or not functioning correctly.				Follow the manufacturer's maintenance recommendations, and repair or replace as needed.	Owner or professional	
Downstream Treatment	The compensatory treatment units have not been maintained				Correct identified problems, according to the maintenance guidelines for the specific supplementary BMP.	Owner or professional	
	Stormwater discharge is ponding at point of disconnection				Dry wells or french drains may be needed, if not already present. Clean out manually, and reconstruct or replace when no longer functioning.	Professional	

Element of BMP	Potential Problem	Problem? Y / N	Investigate? Y / N	Repaired? Y / N	How to Fix Problem	Who Will Address Problem	Comments
Downstream Treatment (continued)	Erosion is evident at the simple disconnection, bioretention/rain gardens, filter paths, or foundation planter				Remove the sediment and debris build-up at the points where runoff enters the pervious area. Then re-stabilize.	Owner or professional	
	Practices to which the disconnection discharges are not functioning				Reference that practice's checklist for instructions to fix problems.	Professional	
	Practices to which the disconnection discharges are disturbed or have been converted				Correct identified problems and stabilize as needed	Owner or professional	
	The receiving pervious area(s) retain dimensions as shown on plans and are in good condition				Restore dimensions and make needed repairs	Owner or professional	
	There is encroachment on the receiving pervious area(s) 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 (and perhaps the locality)	