Stormwater Record Report Checklist –Wet Pond

Section 1 – SWM Facility General Information

Project Name:	Project Location:
BMP Location (Latitude/Longitude in decimal degrees):	
BMP ID:	Total Drainage Area To BMP (Acres):
Impervious Drainage Area to BMP (Acres):	Pervious Drainage Area to BMP (Acres):
6th Order HUC:	Date Facility Brought Online:
Name of any impaired waters the BMP discharges to (2012 305(b)/303(d)):	
Pretreatment: ☐ YES ☐ NO	If yes indicate type of pretreatment:

Section 2

Instruction: This checklist shall be completed if a Wet Pond has been designed and installed on a construction site. The completed checklist shall be provided as a part of the Stormwater Record Report submittal for each installation of a Wet Pond. The Stormwater Record Report for installing a Wet Pond shall contain the following information for submittal to Virginia Tech Site and Infrastructure Development:

- ☐ Completed Stormwater Record Report Checklist – Wet Pond
- ☐ Professional Engineer seal and signature
- ☐ Project description
- ☐ Location map showing the location of the Wet Pond
- ☐ Original design documents including:
  - ☐ Drainage area maps
  - ☐ VRRM Spreadsheet
- ☐ Wet Pond details showing:
  - ☐ Underdrain/Outlet storm drain invert
  - ☐ Riser Top Elevation
  - ☐ Top of berm/seat wall elevations
  - ☐ Final Planting Plan
  - ☐ Pretreatment Details
  - ☐ Sizing calculations
- ☐ Material specifications for each layer of material used including stone, soil, liner, geotextile, filter fabric, etc.
- ☐ Record survey information including:
  - ☐ Outlet storm drain invert
  - ☐ Underdrain inverts

- ☐ Photos of all surveyed elements and all layers being installed
- ☐ Photos of the underdrain and outlet storm drain connections to cleanouts and to the riser structure
- ☐ Photos of liner key-in installation
- ☐ Survey information for the top of the berm/seat wall
- ☐ Survey information for the top of the riser structure
- ☐ Welding testing logs for liner installation, if applicable
- ☐ Updated drainage area maps to reflect any grading amendments affecting the overall drainage area to the Wet Pond, if applicable
- ☐ Maintenance and Inspection Schedule/Requirements

Virginia Tech Site and Infrastructure Development reserves the right to not approve the Stormwater Record Report if it does not contain the items listed above.

Professional Engineer: _____   Date: _____