



# MAINTENANCE ACTIVITY REPORT

(Response requested within 45 days of receipt)



According to County records you are the current owner of a privately maintained stormwater management facility that had deficiencies at the time of an inspection on \_\_\_\_\_. This standard Maintenance Activity Report is requested as part of the private inspection/enforcement process. Failure to complete this form in a timely manner could result in a non-compliance status which could lead to enforcement activities.

Complete this form legibly in ink and mail or email to the following address within 45 days of receipt.

**Please reference your Site ID and Facility ID in all correspondence**

**Attn: Visual Condition Assessment Program**  
**Department of Public Works and Environmental Services**  
**Maintenance and Stormwater Management Division**  
**10635 West Drive**  
**Fairfax, Virginia 22030**  
**TEL: 703-877-2800**  
**Email: DPWES-MSMD-Inspections@fairfaxcounty.gov**

**Facility Information (as shown on plan of record):**

Project: \_\_\_\_\_  
 Plan No: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Tax Map: \_\_\_\_\_  
 Site ID / Facility ID: \_\_\_\_\_  
 Watershed: \_\_\_\_\_

### Ownership and Contact Information

**Current Owner:**

Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Owner's Agent for Maintenance:**

Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

Description of Work Completed	Date Completed	Cost
Attach any invoices, photos or other information relative to maintenance performed or planned		
See other side for additional space.		

I, \_\_\_\_\_, hereby certify that the statements above are true to the best of my knowledge.

Printed Name

\_\_\_\_\_  
 Signature (Owner or Owner's Agent)                      Title                      Date

- Legislation/Regulations/Permitting/Guidelines:**
- Fairfax County Codified Ordinances – Chapters 104, 112, 118 & 124
  - Fairfax County Public Facilities Manual (PFM), Chapter 6: Storm Drainage
  - Virginia Stormwater Management Program (VSMP) (§9VAC25-870)
  - Virginia Chesapeake Bay Preservation Act (§9VAC25-830)
  - Federal Clean Water Act/Section 402-(P) enabling the National Pollution Discharge Elimination System under which Fairfax County is required to meet Federal mandates as required by the Municipal Separate Storm Sewer System (MS4) Permit #: VA0088587

