



City of Alexandria, Virginia  
Transportation & Environmental Services, Stormwater Management Division  
**Self-Certification Guide for Residential Dry Well/Infiltration Practice**

## Introduction

Residential stormwater practices, such as permeable pavement and rain gardens, help to reduce stormwater pollution that runs off impervious areas.

Functioning stormwater or landscaping practices may be eligible for a partial stormwater utility fee reduction under the City's Stormwater Fee Credit Policy. For more information regarding the credit policy, please refer to the [Stormwater Utility Fee Credit Manual](#).

## The Purpose of This Guide

This guide is intended to be used to inspect a residential stormwater practice that has already been installed on a single-family or townhouse lot. Inspecting your stormwater management practice identifies maintenance, repairs, or replacement as needed. Performing routine inspection and maintenance is required for practices to continue to function.

This guide does not replace any existing inspection requirements for stormwater management BMPs installed as a mandatory condition of development and covered by a maintenance agreement with the property owner.

## About Self-Certification

For residential townhome and single family property owners applying for stormwater utility fee credits, a self-certification stating that you have inspected your stormwater practice and observe it to be in fully functioning condition is required at the time of application. During the City's review of your application, you may be asked to complete this guide and provide it to the City.

## Instructions

**Step 1.** Complete this guide during your annual inspection.

**Step 2.** If asked to provide this form, it may be sent via email to [stormwater@alexandriava.gov](mailto:stormwater@alexandriava.gov) or mailed to:

Transportation and Environmental Services  
Stormwater Division  
2900-B Business Center Drive  
Alexandria, VA 22314



City of Alexandria, Virginia  
Transportation & Environmental Services, Stormwater Management Division  
**Self-Certification Guide for Residential Dry Well/Infiltration Practice**

## Dry Well / Infiltration Practice

Dry wells and Infiltration practices are used to temporarily store runoff so it can soak into the ground. They are typically excavated areas filled with gravel and can also be routed to accept runoff from rooftops or driveways.

### Certification Checklist

Check the box to confirm that each item was inspected and that the practice is in functioning condition and eligible for Stormwater Utility Fee Credits:

- The areas surrounding the dry well or infiltration practice are free from erosion or tracking of sediment into the practice**

Areas surrounding the practice should be covered with plant growth. Cover bare areas with straw to help reduce sediment flow into the practice until plants are established.

- If connected to a rooftop downspout, the gutter and downspout are free of leaves or other debris**

The gutter and downspout should be cleared of leaves and debris every spring and fall to keep water flowing to the practice and protect your home from roof leaks and water damage.

- Surface of the practice and inlets are free of litter, leaves and sediment buildup**

Litter, leaves and sediment buildup in the practice can clog the stone and create a barrier for stormwater to flow through.

- Water that pools in the practice during rain events drains within 48 hours**

Water may pond in the practice during rain events. This water should drain within the following 48 hours.

### Owner Information

Property Address: \_\_\_\_\_

Owner Name: \_\_\_\_\_