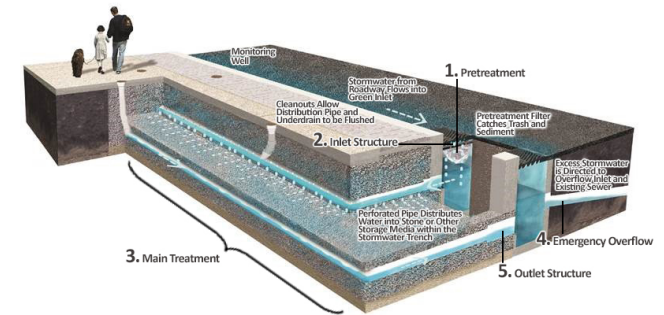


Infiltration Basin Inspection Form

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BMP Name(s)	Today's Date:				
	Date of Last Inspection:				
Note: The infiltration basin name will be shown on the BMP location map included with the Stormwater BMP Record Drawing for this property. A typical name would be "Infiltration Basin 1" or "Infiltration Basin A". If this inspection form is being submitted for multiple BMPs of the same type, please list all applicable names.					
Property Info	Street Address:		City:	State:	Zip:
	Name (Owner, Tenant, Property Manager or Landscape Company):		Contact Name (If Different):		
Who is Inspecting the Infiltration Basin?	Street Address (If conducted by a company, use company address):		City:	State:	Zip:
	Phone #:	Email:	Check one: <input type="checkbox"/> PE <input type="checkbox"/> PLA <input type="checkbox"/> No License #:		
	Name (Person(s) or Company):		Contact Name (If Different):		
Who Owns the Infiltration Basin?	Street Address:		City:	State:	Zip:
	Phone #:		Email:		
	Name (Person(s) or Company):		Contact Name (If Different):		

This Section is for City of Topeka Use Only

Reason for Follow Up? Yes No

Is a Follow Up Inspection by Staff Required? Check One: Yes No

Name of Staff Approving This Inspection Report: Has the City Entered and Approved this Inspection?
 Yes No

Date of Inspection Approval: Date of Inspection Approval:
 Yes No

Submit completed forms to:

Email - stormwater@topeka.org

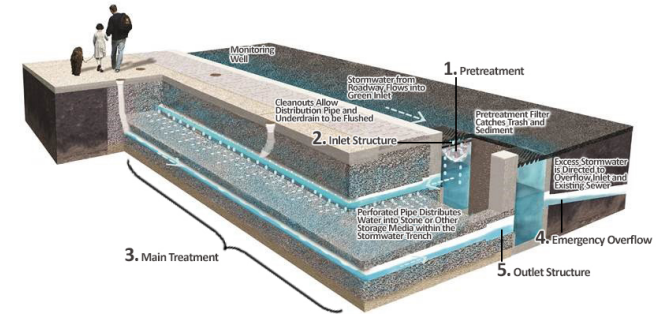
Mail - Stormwater Management Section • City of Topeka Utilities Department
215 SE 7th St • Topeka, Kansas 66603



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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
<i>Inlet, Pretreatment, & Outlet Structures (Components 1, 2, and 5)</i> Success Factors: Vegetation, Protection, Two-Day Drain Time, and Cleanliness				
1. Have the inlet structures been damaged or altered in any way that disrupts the flow of stormwater into the infiltration basin?				
Guidance: Repair damage or alterations before the next rainfall if possible. If components have been intentionally altered to resolve a drainage or flooding issue, consult the City of Topeka for further guidance. BMP components cannot be altered without approval. Schedule: Monthly				
2. Has sediment accumulated in the infiltration basin?				
Guidance: Remove sediment when it is dry enough to crack and easily separates from the basin floor. To remove, use light equipment that will not compact the underlying soil. Schedule: Biannually				
3. Is there visual evidence of pollutants in the infiltration basin (e.g. oil sheen, odd discoloration, stains, odors, etc.)?				
Guidance: If signs of pollution are present, attempt to determine the cause and eliminate it. If a persistent or frequent pollution issue occurs, contact the City of Topeka. This could be a sign that pollutants are routinely being introduced into the basin. Schedule: Monthly				
4. Is the underdrain clogged or blocked?				
Guidance: Water should not be present in the underdrain observation well(s) after 3 days of dry weather. If the seasonal conditions have been overly wet, check the observation well again each day for several more days and document whether water is present or not. Use the same method to check again after several more rain events. The underdrain must not be blocked or clogged for the infiltration basin to function properly. If the problem cannot be resolved by accessing the blockage through the underdrain pipe, then both the surface layer and subbase may need to be removed to fix the underdrain. In this case, consult a professional civil engineer or landscape architect to ensure that the repairs and restoration are in keeping with City of Topeka requirements. Schedule: Monthly (dependent on weather)				
5. Notice another problem? Describe in comments.	Your Comments:			

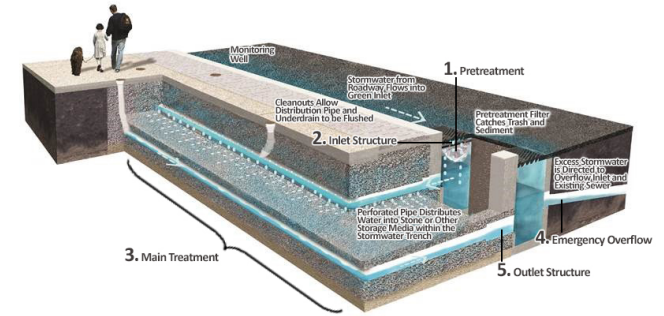
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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
Main Treatment Area (Component 3)				
Success Factors: Vegetation, Protection, Two-Day Drain Time, and Cleanliness				
6. Do grassed areas (the basin surface, if grassed) have areas of bare soil or erosion? Is the grass thin, stressed, diseased or dead?				
<p>Guidance: The infiltration basin (if grassed) must be 100% vegetated with a dense stand of healthy grass. Areas of bare soil and erosion are prohibited. Repair erosion and revegetate bare soil as soon as they are noticed. Determine the cause for thinning, unhealthy or dead grass, correct and re-sod or over-seed.</p> <p>Schedule: Monthly</p>				
7. Is the grass in need of maintenance?				
<p>Guidance: Watering and mowing are essential to maintain a healthy stand of grass. Provide water during prolonged dry periods and mow grass periodically to a height of 4 inches. If the top layer of the basin is pea gravel, REMOVE GRASS CLIPPINGS AS THESE CAN CLOG THE BASIN. Aerate and over seed as needed. Avoid the use of herbicides to control weeds and use fertilizer sparingly and only when intense rains will not wash fertilizers into the basin before they can soak into the soil.</p> <p>Schedule: Monthly</p>				
8. Are trash, sediment, debris, grass clippings or other materials that can obstruct stormwater flow into, or clog, the infiltration basin present?				
<p>Guidance: Remove unwanted materials and correct any other problems that block the water flow and infiltration in the basin. Replace top layer when clogged.</p> <p>Schedule: Monthly</p>				
9. Is the infiltration basin difficult to access for inspection and maintenance?				
<p>Guidance: Any obstacles blocking access to or maintenance of the infiltration basin should be removed. Put a note in this form if access is blocked by a permanent fixture (e.g. fence) that is not easily removed.</p> <p>Schedule: Monthly</p>				

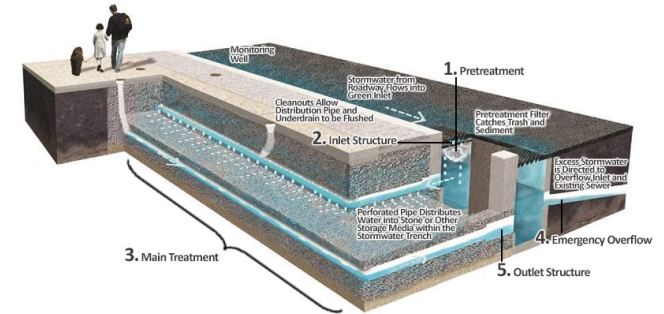
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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
<p>10. Are there signs of human or pet encroachment in the infiltration basin, such as compacted or displaced rocks, tire tracks, pet waste, etc.?</p> <p>Guidance: Repair or replace protection measures if damaged (e.g., fences, hedges, signs, etc.). Increase protection measures if this is a frequent problem. Repair damage to the infiltration basin by replacing pea gravel or topsoil /grass and filter fabric (when clogged). A sign specifically addressing pet waste can reduce dog waste. Also consider installation of a pet waste station (sign, pet waste bag dispenser and trash can) if the infiltration basin is in an area where dog walking is popular.</p> <p>Schedule: Monthly</p>				
<p>11. Is there any visual evidence of long-term ponding or standing water (stains, odors, etc.)?</p> <p>Guidance: Ponded water inside the basin (as visible from the observation well or on the surface) longer than 72 hours after a storm indicates the infiltration capacity may have been overestimated. Repair factors responsible for clogging (such as upland sediment erosion and excessive compaction of soils) immediately.</p> <p>Schedule: Monthly</p>				
<p>12. Notice another problem? Describe in comments.</p>	<p>Your Comments:</p>			

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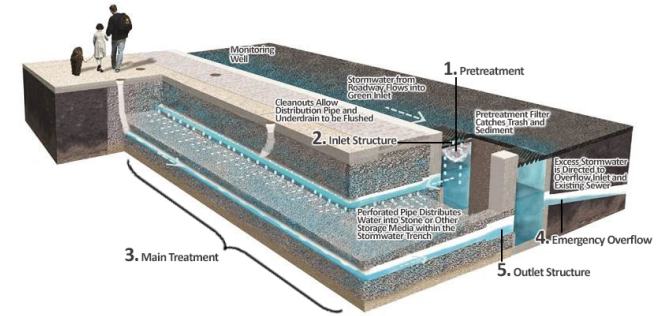
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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
Property Draining to Infiltration Basin				
Success Factors: Vegetation, Protection, Two-Day Drain Time, and Cleanliness				
13. Are litter, trash, debris, sediment, grass clippings, or other materials present in the area?				
<p>Guidance: Trash and other materials can be carried into, and potentially clog, the infiltration basin. Remove undesirable materials and keep the property clean.</p> <p>Schedule: Monthly</p>				
14. Are there stockpiles of soil, chemicals, equipment or other materials that could be a source of pollutants entering the infiltration basin during a storm?				
<p>Guidance: Stockpiled materials can contain pollutants that are harmful or that can be hazardous. Remove or cover undesirable materials, fully preventing their exposure to rainfall or stormwater.</p> <p>Schedule: Monthly</p>				
15. Are there areas of erosion or exposed soil/bare earth that could be a source of soil washing into the infiltration basin during a rainfall?				
<p>Guidance: Too much sediment washing into an infiltration basin can clog the pea gravel/top soil layer and the filter fabric. Repair and revegetate all areas of erosion or exposed soil. If vegetation is not intended for these areas, cover them with mulch, wood chips, pavement, or another hard surface to prevent erosion. Repair sediment damage to the infiltration basin by replacing pea gravel or topsoil and top surface filter fabric (when clogged).</p> <p>Schedule: Monthly</p>				
16. Do activities occur in the area that may cause unusual or substantial amounts of pollutants to be discharged to the infiltration basin?				
<p>Guidance: Activities include car or equipment washing, pet walking, construction vehicle traffic, etc. Prevent these activities from occurring or take steps to prevent the pollutants from reaching the infiltration basin, such as washing cars in areas that drain to the wastewater system, street or parking lot sweeping, pet waste pickup stations, etc.</p> <p>Schedule: Monthly</p>				
17. Notice another problem? Describe in comments.	Your Comments:			

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Infiltration Basin Inspection Form

Provide a photograph(s) of your BMP to document the compliance inspection to be submitted every other year.

Photograph Description:	Photograph Description:
Date Photograph Taken:	Date Photograph Taken:

Submit completed forms to:
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