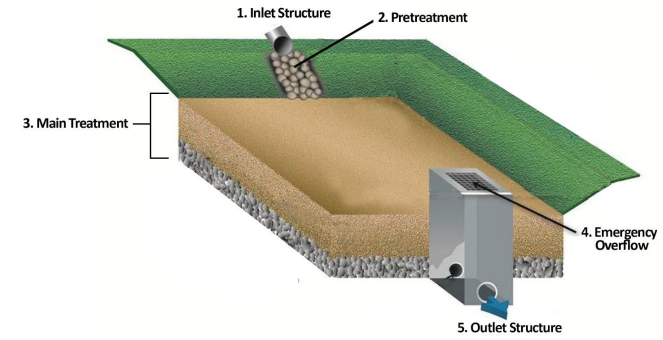


Sand Filter Inspection Form

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BMP Name(s)					Today's Date:
	Note: The sand filter name will be shown on the BMP location map included with the Stormwater BMP Record Drawing for this property. A typical name would be "Sand Filter 1" or "Sand Filter A". If this inspection form is being submitted for multiple BMPs of the same type, please list all applicable names.				Date of Last Inspection:
Property Info	Street Address:		City:	State:	Zip:
	Name (Owner, Tenant, Property Manager or Landscape Company):		Contact Name (If Different):		
Who is Inspecting the Sand Filter?	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 Sand Filter?	Street Address:		City:	State:	Zip:
	Phone #:		Email:		

Is a Follow Up Inspection by Staff Required? Check One:		Name of Staff Approving This Inspection Report:		Identification Number	
Yes	No	Date of Inspection Approval:		Has the City Entered and Approved this Inspection?	
				Yes No	

This Section is for City of Topeka Use Only

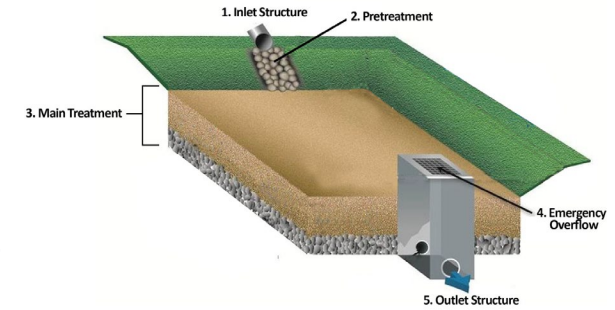
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 Mail - Stormwater Management Section • City of Topeka Utilities Department
 215 SE 7th St • Topeka, Kansas 66603



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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
<i>Inlet Structure, Emergency Overflows, & Outlet Structure (Components 1, 4, and 5)</i>				Success Factors: Vegetation, Protection, Two-Day Drain Time, and Cleanliness

1. Are the inlets, outlets, grates, chambers, overflow systems, or mechanical components difficult to access?

Guidance: Any obstacles blocking access to, or maintenance of, these components 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.
Schedule: Monthly

2. Are trash, sediment, debris, grass clippings, or other materials that can obstruct stormwater flow present in the inlet or outlet areas?

Guidance: Remove unwanted materials and correct any other problems that block the water flow into or out of the sand filter. See #8 for situations where the sand filter has become clogged.
Schedule: Monthly

3. Is water flowing from the outlet when it is not expected?

Guidance: While surface and perimeter sand filters have chambers that hold water permanently, other chambers and the surface sand filter are designed to drain within 1 to 2 days after a rainfall. This may take longer during especially wet periods. During dry periods, an outlet that is discharging water or water backed into the sand filter inlet may indicate a clog or blockage, or even a cracked vault or pipe that is allowing landscape water or ground water to enter the vault. Determine the cause and correct it. If the cause cannot be determined, call a civil engineer or the vendor of the sand filter system for assistance.
Schedule: Monthly

4. Is there bare soil or evidence of erosion or scour at the outlet structure?

Guidance: Outlets and the areas nearby should not have any signs of erosion, and should be covered with sufficient vegetation, pavement, or other material to slow the water and prevent erosion. Typically, this is a rock lining, but can be concrete, asphalt, pavers, or even dense vegetation. If signs of erosion are present, install a rock lining that extends at least 10 feet beyond the area of erosion.
Schedule: Monthly

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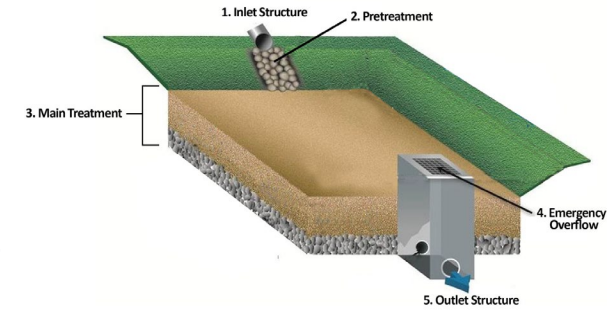
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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
<p>5. Is there evidence of erosion, bare soil, broken pipes or broken concrete at the inlets?</p> <p>Guidance: Most sand filters are directly connected to the stormwater system through stormwater pipes. Where inlet areas collect stormwater from pervious or impervious surfaces, these areas should have dense healthy vegetation or a rock, concrete, asphalt, or paver lining to prevent erosion. Bare soil or signs of erosion should NOT be present. Repair eroded areas and cover bare soil immediately with the appropriate vegetation or material cover.</p> <p>Schedule: Monthly</p>				
<p>6. Is there visual evidence of pollutants at the inlets, outlets, or on the surface of the sand filter media (oil sheen, odd discoloration, stains, etc.)?</p> <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>				
<p>7. Notice another problem? Describe in comments.</p>	<p>Your Comments:</p>			

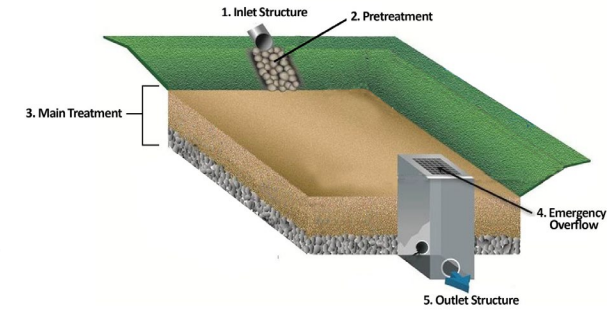
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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
Pretreatment & Main Treatment (Components 2 & 3)				Success Factors: Vegetation, Protection, Two-Day Drain Time, and Cleanliness
8. Is the sand filter media draining slowly or not at all? Is it clogged or “crusted over”?				
<p>Guidance: Visually check the filter for standing water, debris, sludge or other material on the surface of the sand filter media. This material can cause the sand filter to not function properly. Rake the sand filter and remove the debris and the top 2-4 inches of sand media. Replace the sand media with the type of sand recommended by the manufacturer. If the sand filter media still does not drain properly, contact a professional engineer or the sand filter manufacturer.</p> <p>Schedule: Monthly</p>				
9. Are there animal burrows, or woody vegetation on top of the vault or pipe system or in the filter media? Are there pavement or soil cracks, holes or depressions in or around the vault?				
<p>Guidance: The area around sand filters should be paved, vegetated, or both. Vegetation on top of the surface sand filter(s) should be removed. Cracks, depressions, and holes in or adjacent to sand filters can indicate structural problems. Measure and log the length, width and depth of each of these problems on the inspection form and note the location of each issue. Check the vault and piping system for signs of structural damage if you can do so safely. Call a civil engineer or the vendor for assistance if these problems appear to be getting worse.</p> <p>Schedule: Seasonally</p>				
10. Notice another problem? Describe in comments.	Your Comments:			

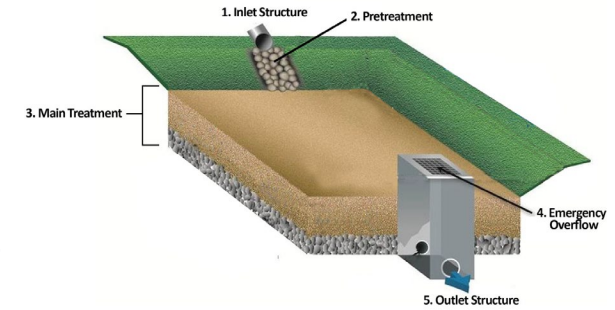
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Inspection Question	Answer			Describe Problem(s) and Solution(s)
	Y	N	NA	
Property Draining to Sand Filter				
Success Factors: Vegetation, Protection, Two-Day Drain Time, and Cleanliness				
11. Are litter, trash, debris, sediment, grass clippings, or other materials present in the area?				
<p>Guidance: Trash and other materials can be carried into the sand filter and block the inlets, outlets or sand filter media, and fill up the chambers. Remove undesirable materials and keep the property clean. See #8 for situations where the sand filter has become clogged.</p> <p>Schedule: Weekly</p>				
12. Are there stockpiles of soil, chemicals, equipment or other materials that could be a source of pollutants washing into the BMP during a storm?				
<p>Guidance: Stockpiled materials can contain pollutants that are harmful to plants or that can otherwise be hazardous. Remove or cover undesirable materials, fully preventing their exposure to rainfall or stormwater.</p> <p>Schedule: Monthly</p>				
13. Are there areas of erosion or exposed soil/bare earth that could be a source of sediment washing into the sand filter during a storm?				
<p>Guidance: Too much sediment washing into a sand filter can clog the sand filter media very quickly or fill in the settling chamber. 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 sediment erosion.</p> <p>Schedule: Monthly</p>				
14. Do activities occur in the area that may cause unusual or substantial amounts of pollutants to be discharged to the sand filter?				
<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 sand filter, 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>				
15. Is upstream vegetation being maintained?				
<p>Guidance: Maintain vegetation in the surrounding area and check the inlet and outlet for areas of erosion and/or bare soil. Replant grass at the inlet/outlet or protect with other materials, such as rock. Vegetation should be kept to less than 18 inches with frequent mowing.</p> <p>Schedule: Monthly</p>				
16. Notice another problem? Describe in comments.	Your Comments:			

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Sand Filter 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:

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