



# Wichita/Sedgwick County Stormwater Facility Inspection & Maintenance Guidance Surface Sand Filter / Underground Sand Filter



Regular inspection and maintenance is critical to the effective operation of this stormwater management facility so that it can function as designed. In the City of Wichita and Sedgwick County, local regulations (City of Wichita Code Chapter 16.32 and Sedgwick County Resolution 196.10) require that property owners maintain all stormwater facilities on their properties to ensure they are fully functioning to treat and control stormwater runoff, and to document facility inspections and maintenance activities. This documentation must be kept by the property owner and must be made available to Stormwater Management staff upon their request.

This page provides guidance on inspection and maintenance activities that must be performed for surface sand filters and underground sand filters. Some facilities may have more, or less, frequent maintenance needs, depending upon a variety of factors including the occurrence of large storm events, overly wet or dry (i.e., drought) regional hydrologic conditions, and any changes in the land (e.g., development, landscaping, etc.) that drains to the facility.

Inspection Activities	Suggested Schedule
<ul style="list-style-type: none"> <li>• A record should be kept of the dewatering time (i.e., the time required to drain the filter bed completely after a storm event) for a sand filter to determine if maintenance is necessary. The filter bed should drain completely in about 40 hours after the end of the rainfall.</li> <li>• Check to ensure that the filter surface does not clog after storm events.</li> </ul>	<b>After Rain Events</b>
<ul style="list-style-type: none"> <li>• Check the contributing drainage area, facility, inlets and outlets for debris.</li> <li>• Check to ensure that the filter surface is not clogging.</li> </ul>	<b>Monthly</b>
<ul style="list-style-type: none"> <li>• Check to see that the filter bed is clean of sediment, and the sediment chamber is not more than 50% full or 6 inches, whichever is less, of sediment. Remove sediment as necessary.</li> <li>• Make sure that there is no evidence of deterioration, spalling, bulging, or cracking of concrete.</li> <li>• Inspect grates (perimeter sand filter).</li> <li>• Inspect inlets, outlets and overflow spillway to ensure good condition and no evidence of erosion.</li> <li>• Check to see if stormwater flow is bypassing the facility.</li> <li>• Ensure that no noticeable odors are detected outside the facility.</li> </ul>	<b>Annually</b>
Maintenance Activities	Suggested Schedule
<ul style="list-style-type: none"> <li>• Mow and stabilize (prevent erosion, vegetate denuded areas) the area draining to the sand filter. Collect and remove grass clippings. Remove trash and debris.</li> <li>• Ensure that activities in the drainage area minimize oil/grease and sediment entry to the system.</li> <li>• If permanent water level is present (perimeter sand filter), ensure that the chamber does not leak, and normal pool level is retained.</li> </ul>	<b>Monthly</b>
<ul style="list-style-type: none"> <li>• Check to see that the filter bed is clean of sediment, and the sediment chamber is not more than 50% full or 6 inches, whichever is less, of sediment. Remove sediment as necessary.</li> <li>• Repair or replace any damaged structural parts.</li> <li>• Stabilize any eroded areas.</li> </ul>	<b>Annually</b>
<ul style="list-style-type: none"> <li>• If filter bed is clogged or partially clogged, manual manipulation of the surface layer of sand may be required. Remove the top few inches of sand, roto-till or otherwise cultivate the surface, and replace media with sand meeting the design specifications.</li> <li>• Replace any filter fabric that has become clogged.</li> </ul>	<b>As needed</b>

The inspection checklist that is presented on the next page is provided to guide and document inspection and maintenance activities. Please use this checklist or other form(s) of maintenance documentation when and where deemed necessary in order to ensure the long-term proper operation of the stormwater management facility.

For more information on the maintenance of your stormwater facility, please contact:

**City of Wichita Stormwater Management, 455 N. Main 8<sup>th</sup> floor Wichita KS. 67202, (316) 268-4498  
or Sedgwick County Stormwater Management, 1144 S. Seneca Wichita KS. 67213, (316) 383-7901**



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## Surface Sand Filter/ Underground Sand Filter Inspection Checklist

Project Name: \_\_\_\_\_ Project #: \_\_\_\_\_

BMP Name/ID (as shown on the O&M Plan): \_\_\_\_\_

Refer to the Operations & Maintenance Plan for this property to get the information requested in this box. The Operations and Maintenance Plan for this property is recorded with the Sedgwick County Register of Deeds.

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

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

Owner Phone #: \_\_\_\_\_ Owner Email Address: \_\_\_\_\_

Owner Change since last inspection? Y N

Inspection Date/Time: \_\_\_\_\_

Weather and Site Conditions (last rainfall date, dry/wet soil, etc.): \_\_\_\_\_

Inspection Items	Condition*	Comments/Corrective Action
*Note - Condition should be marked as Satisfactory (S) or Unsatisfactory (U). An explanation of corrective actions must be provided for all items marked as Unsatisfactory. The completion date of any corrective actions taken must also be documented.		
<b>Inspect the filter area.</b>		
1. Does the filter appear to drain completely in about 36 to 48 hours after a rain event? <b>Yes = Satisfactory</b>		
2. Does the filter surface appear to be clogged? <b>Yes = Unsatisfactory</b>		
3. Do the inlet/outlet areas or structures appear to be clogged? <b>Yes = Unsatisfactory</b>		
4. Does the filter fabric appear to be clogged? <b>Yes = Unsatisfactory</b>		
5. Is the filter area clear of debris and does it appear to be functional? <b>Yes = Satisfactory</b>		
6. Are there signs of any leaks or seeps in the filter? <b>Yes = Unsatisfactory</b>		
7. Are there any obstructions of the filter spillway(s)? <b>Yes = Unsatisfactory</b>		



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Inspection Items	Condition*	Comments/Corrective Action
8. Are there signs of animal burrows in the filter? <b>Yes = Unsatisfactory</b>		
9. Is there sediment accumulation in the filter bed? <b>Satisfactory = sediment accumulation in less than 50% of bed area</b>		
10. Are there signs of cracking, spalling and/or bulging of the concrete? <b>Yes = Unsatisfactory</b>		
11. Are there signs of erosion (washing away of soil) in the area that is draining to the filter? <b>Yes = Unsatisfactory</b>		
12. Are there signs of erosion around inlets/outlets or in the filter? <b>Yes = Unsatisfactory</b>		
13. Do the pipes and other structures appear to be in good condition? <b>Yes = Satisfactory</b>		
14. Is there growth of undesirable vegetation or overgrowth of vegetation? <b>Yes = Unsatisfactory</b>		
15. Other (describe)?		
<b>Identify any potential hazards to humans or the environment.</b>		
16. Have there been complaints from residents? <b>Yes = Unsatisfactory</b>		
17. Are there any other public hazards that should be noted? <b>Yes = Unsatisfactory</b>		

By signing my name below, I certify that the information submitted in this document (and all attachments) is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are penalties for knowingly submitting false information, including the possibility of regulatory violations and associated fines.

Inspected by (Name): \_\_\_\_\_

Inspected by (Signature): \_\_\_\_\_