



Wichita/Sedgwick County Stormwater Facility Inspection & Maintenance Guidance Organic Filters



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

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 8th floor Wichita KS. 67202, (316) 268-4498
or Sedgwick County Stormwater Management, 1144 S. Seneca Wichita KS. 67213, (316) 383-7901**



Wichita/Sedgwick County Organic 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.		
Inspect the organic filter.		
1. Does organic filter appear to drain completely in about 36 to 48 hours after a rain event? Yes = Satisfactory		
2. Does the filter surface appear to be clogged? Yes = Unsatisfactory		
3. Do the inlet/outlet areas or structures appear to be clogged? Yes = Unsatisfactory		
4. Does the filter fabric appear to be clogged? Yes = Unsatisfactory		
5. Is the filter area clear of debris and does it appear to be functional? Yes = Satisfactory		
6. Are there signs of any leaks or seeps in the filter? Yes = Unsatisfactory		
7. Are there any obstructions of the filter spillway(s)? Yes = Unsatisfactory		



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

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): _____