

# City of Valley Center

## Stormwater Facility Inspection & Maintenance Guidance

### Grassed Channels

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 Valley Center, local regulations 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 grassed channels. 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>• Inspect check dams (if used) for clogging (i.e., standing water or sediment build-up).</li> <li>• Inspect vegetation for signs of erosion or un-vegetated areas.</li> <li>• Inspect to ensure that grass is healthy and well-established.</li> </ul>	<p><b>Annually</b> (Semi-annually first year)</p>
Maintenance Activities	Suggested Schedule
<ul style="list-style-type: none"> <li>• Maintain a dense, healthy stand of grass and other vegetation by frequent mowing. Grass heights of 3 to 5 inches should be maintained, with a maximum grass height of 8 inches.</li> </ul>	<p><b>Regularly (frequently)</b></p>
<ul style="list-style-type: none"> <li>• Remove all accumulated sediment that may obstruct flow through the channel. Sediment accumulating near culverts and in channels should be removed when it builds up to 3 in. at any spot, or covers vegetation. Replace the grass areas damaged in the process.</li> <li>• Remove trash, debris and sediment accumulated in the channel or behind check dams (if present).</li> <li>• Repair areas of erosion and re-vegetate.</li> <li>• Re-vegetate as need to maintain healthy vegetation.</li> </ul>	<p><b>As-needed</b></p>

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 Valley Center Stormwater Management, 545 W. Clay Valley Center KS. 67147, (316) 755-7320**

# City of Valley Center Grassed Channel 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 all areas of the grassed channel.</b>		
1. Does the vegetation appear to be healthy and adequately covering the embankment to prevent erosion? <b>Yes = Satisfactory</b>		
2. Are there signs that soil is eroding (washing away)? <b>Yes = Unsatisfactory</b>		
3. Do the check dams located in the channel have signs of debris build-up or do they appear to be clogged? <b>Yes = Unsatisfactory</b>		
4. Are there signs of sediment build-up on the channel bottom? <b>Yes = Unsatisfactory</b>		
5. After a storm, does is water held in the channel for extended periods? <b>Yes = Unsatisfactory</b>		
6. After a storm, is the bottom of the channel wet and soggy for extended periods? <b>Yes = Unsatisfactory</b>		
7. Other (describe)?		

# City of Valley Center Grassed Channel Inspection Checklist

Inspection Items	Condition*	Comments/Corrective Action
<b>Identify any potential hazards to humans or the environment.</b>		
8. Have there been complaints from residents? <b>Yes = Unsatisfactory</b>		
9. 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): \_\_\_\_\_