

# Infiltration Trench Inspection Checklist

This inspection checklist and the example shown in the enclosed Inspection and Maintenance Log are provided to guide you in identifying the functional components of the infiltration trench located on your property and in recording any maintenance-related activities you perform on this facility. Typical maintenance items are identified below. If the answers to any of these maintenance items differ from the ones provided, maintenance activities should be performed to correct any issue and clearly recorded on the Inspection and Maintenance Log. The infiltration trench should be inspected at least two times a year, once in the spring and once in the fall, by a qualified representative of the owner or qualified owner familiar with the design and maintenance requirements of the infiltration trench. The plans included in your package provide more details about the specific facility components.

## Trench Surface

This is a visible above-ground portion of the infiltration trench, typically topped with gravel, sod or both. The location and footprint are shown on the approved facility plan.

- Is the surface cover provided in conformance with the approved plan? Answer should be 'Yes'.
- Is the gravel layer under the turf at a depth in conformance with the approved plan? Answer should be 'Yes'.
- Is the gravel footprint in conformance with the approved plan? Answer should be 'Yes'.
- Is there any trash, debris or sediment present? Answer should be 'No'.
- Are there any bare spots or eroded areas present? Answer should be 'No'.
- Are there any unauthorized plantings present? Answer should be 'No'.

## Overflow Containment Berm

If required on the approved plan, this is a visible above-ground portion of the infiltration trench, usually between 3" and 12" tall and grass-covered and is typically located on one or more sides of the facility.

- Is the overflow containment berm provided in conformance with the approved plan? Answer should be 'Yes'.
- Are there any bare spots or eroded areas present? Answer should be 'No'.



**AN OVERALL VIEW OF AN INFILTRATION TRENCH.** The TRENCH SURFACE consists of the area with stone and the OVERFLOW CONTAINMENT BERM is the grassed area located to the left of the trench surface.



## Observation Well

If required on the approved plan, this is a vertical PVC pipe installed within the infiltration trench bed, with a few inches of pipe and a screw-on cap visible at the ground surface.

- Is the observation well cap present? Answer should be ‘Yes’.
- Can the observation well cap be easily opened? Answer should be ‘Yes’.
- Is there water present in the observation well? Answer should be ‘No’.
- Is there any debris present in the observation well? Answer should be ‘No’.

## Inflow

This is the method by which water flows into the infiltration trench, which typically consists of roof drain downspouts and overland sheet flow (e.g. flow from driveways, sidewalks and yards).

- Is the flow from the roof drains towards the infiltration trench, either above or below ground, in conformance with the approved plan? Answer should be ‘Yes’.
- Is the flow from the overland sheet flow towards the infiltration trench, either above or below ground, in conformance with the approved plan? Answer should be ‘Yes’.

The OBSERVATION WELL is the white pipe with a cap located to the left of the trench surface. The INFLOWS are the lawn and the driveway.

