



Policy 19

UNDERGROUND STORMWATER FACILITY RECORDKEEPING AND REPORTING

This policy is authorized by the Knoxville Stormwater Ordinance (§22.5-54) and is essential to ensure that stormwater quality is not allowed to degrade over time. Therefore, the City of Knoxville requires that underground stormwater facilities must be periodically inspected and maintained in an organized fashion at least once every three months. Minimum requirements are:

- Inspection logs and records will be kept at the property site, in an organized fashion, and must be made quickly available when asked by a representative of the City Engineering Department or by a representative of TDEC.
- Inspection logs will include the name and title of the inspector, the date of inspection, quantity and types of pollution or sediment observed, recommendations for maintenance and cleaning, and overall soundness of the underground stormwater facility.
- The property owner must certify, in writing, on an annual basis that the stormwater facility has been periodically inspected and is currently functioning properly. The certification will generally cover the calendar year (January to December) and must be submitted by the 15th of January immediately following the inspection calendar year.
- The property owner must also report annually: all maintenance and cleaning activities, dates of inspection and maintenance, list of repairs or replacement parts, name of person and company that performs maintenance, and any other relevant information, details or photographs.

Submit annual certifications for underground stormwater facilities to:

City of Knoxville Engineering Department
Stormwater Quality Section
P.O. Box 1631
Knoxville, TN 37901

New underground stormwater facilities should be designed and constructed in accordance with the Knoxville BMP Manual and the manufacturer's recommendations (when applicable). Follow the instructions in Chapters 6 and 7 as needed if preparing a Stormwater Pollution Prevention Plan (SWPPP) or a Stormwater Pollution Abatement Permit (SPAP). Common types of underground stormwater facilities requiring inspection and recordkeeping may include (with a reference to the Knoxville BMP Manual in parentheses):

- Infiltration systems (ST-03) Such as an infiltration trench or drywell.
- Media filtration inlet (ST-06)
- Water quality inlet (ST-06)
- Oil/water separator (ST-07)
- Underground detention facility (ST-08) Not allowed by Stormwater Engineering Div.
- Any other structures which have difficult access or any nonstandard means of entry.