

**CONSTRUCTION INSPECTION  
CHECK-OFF LIST FOR MONTGOMERY COUNTY SAND FILTERS (MCSFs)**

STAGE	DESIGN ENGINEER (DE)	GEOTECHNICAL ENGINEER (GEO)	COUNTY INSPECTOR	MNCP&PC & OTHER
<b>* MANDATORY NOTIFICATION:</b> Inspection and approval by the party indicated is required at these points prior to proceeding with construction. The permittee is required to give the required inspection parties twenty-four (24) hours notice (DPS telephone 240/777-6210). The DPS inspector may waive an inspection, provided the design engineer and/or geotechnical engineer makes the required inspection per a prior scheduled arrangement which has been confirmed with the DPS inspector. Work completed without the necessary party's approval may result in the permittee having to remove and reconstruct the unapproved work. The permittee must maintain a "record set" of approved SC/SM plans on-site.	INITIALS/DATE	INITIALS/DATE	INITIALS/DATE	INITIALS/DATE
1. Pre-construction meeting & field review of tree save flagging (DE) and (GEO)	*	*	*	*
2. Sediment control installation			*	
3. Clearing, grubbing, subgrade preparation (GEO)		*	*	
4. Excavation for filter media installation ** (DE) or (GEO)	*	*	*	
5. Core trench excavation and dewatering, if required (GEO)		*	*	
6. Core trench dimensions, location (DE) or (GEO) backfill and compaction tests (GEO), if required.	*	*	*	
7. Construction of berm. - Lifts, compaction, soil material (GEO) - Location, dimensions (DE)	*	*	*	
8. Underdrain; location (DE), or (GEO) observation well(s) and/or cleanouts (DE), or (GEO) pipe size (DE) or (GEO), filter cloth (DE) or (GEO), gravel (DE) or (GEO), field adjustments to materials (GEO)	*	*	*	
9. Installation of sand (DE) or (GEO), and any additional geotextiles (DE) if required **	*	*	*	
10. Installation of top soil, stone and geotextiles, if required ** (DE) or (GEO)	*	*	*	
11. Installation of principal spillway riser and/or trash racks, if required (DE) or (GEO)	*	*	*	
12. Construction of emergency spillway, if required. (DE) or (GEO)	*	*	*	
13. Channelization work and outlet protection, if required. (DE) or (GEO)	*	*	*	
14. Permanent vegetative stabilization, delivery tickets from supplier to (DE) or (GEO)	*	*		
15. Submit record drawing and documentation (DE)	*			
16. Unblock any storm drain draining to facility with DPS inspector's written approval. Install any necessary trash racks with flow splitter structures.			*	
17. Other items	*	*	*	
18. Final inspection (DE) and (GEO)	*	*	*	

**NOTES:**

1. Permittee to supply Design Engineer with delivery tickets for all materials used in SSF construction.
2. See construction specifications this plan for detailed requirements.
- 3.\*\* Installation of an impermeable protective cover may be required by the County Inspector upon completion of filter media placement.
4. A copy of this completed checklist must be submitted as part of the stormwater management as-built package.

DPS Inspection Telephone: (240) 777-6210  
MNCPPC Inspection Telephone: (301)495-4571