



# **SOUTH BROWARD DRAINAGE DISTRICT**

## **5-YEAR OPERATIONS AND MAINTENANCE PERMIT GUIDELINES**

The following guidelines shall apply to all 5-Year Drainage Re-Certifications performed within the South Broward Drainage District (SBDD).

1. SBDD shall notify the property owner of the requirement for the 5-Year Drainage Re-certification approximately 60 days in advance of the due date.
2. For properties that are less than 1 acre in size, and where drainage systems that are comprised of five (5) or less drainage structures on the property, the property owner may process the 5-year drainage re-certification without the aid of a Professional Engineer. However, it is recommended that the knowledge and expertise of a Professional Engineer be utilized on all 5-year Drainage Re-Certifications.
3. For all other properties, the 5-Year Drainage Re-Certification shall be provided by a Registered Professional Engineer.
4. The following steps shall be followed:
  - a. The Engineer shall obtain all relevant information on the existing drainage system, including, but not limited to, the approved as-built drawings.
  - b. The Engineer shall review the existing drainage information and familiarize himself/herself on the original design and intent of the system.
  - c. The Engineer shall perform a site inspection of the entire drainage system and determine what, if any, maintenance and repair work is required in order to re-certify the drainage system in accordance with the Engineer's Certification Form.
  - d. The property owner shall coordinate, as necessary, to complete all of the required maintenance and repair work as denoted by the Engineer. Where required by SBDD or the local municipality, the work shall be performed by a licensed Contractor.
  - e. The Engineer shall perform a follow-up inspection to verify that all of the required maintenance and repair work has been completed.
  - f. The Engineer shall submit the Engineer's Certification Form and permit fees to SBDD and shall schedule a final inspection with SBDD for the 5-Year Drainage Re-Certification.
  - g. Upon completion of all outstanding items and acceptance by SBDD, SBDD shall issue the Operations and Maintenance Permit.
5. The Engineer's site inspection and certification shall include the following items:
  - a. Catch basin grates, manhole covers and outfalls are to be free of obstructions.
  - b. Probe catch basins for mud, debris, silt, etc. (Depth of material in a pipe shall not exceed 5% of the diameter of the pipe and the depth of material in a catch basin sump shall not exceed 5% of the distance from the bottom of the structure to the lowest pipe invert).
  - c. Check headwalls for deterioration and any signs of erosion.
  - d. Check for broken grates.
  - e. Check weirs and baffles installation (12" min. sump clearance from bottom of structure to bottom of baffle, if applicable)
  - f. Check for areas of sunken or deteriorated pavement which may be a sign of a

drainage problem.

- g. Check for modifications to swales and retention areas.
- h. Check for proper maintenance of swale and retention areas.
- i. Check flumes.
- j. Check for alterations to original design and construction of drainage system.
- k. Check for landscaping which may have been planted over drainage pipes.