



**PALM BEACH COUNTY  
PLANNING, ZONING AND BUILDING DEPARTMENT  
BUILDING DIVISION  
POLICY AND PROCEDURE**

**Rebecca D. Caldwell, Director**

**PPM#: PBO-044  
Issued: 04/25/12  
Effective: 04/25/12**

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**SUBJECT: DRAINAGE**

**AUTHORITY:** Palm Beach County Unified Land Development Code - Article 11 Subdivision, Platting, and Required Improvements and Article 18 Flood Damage Prevention; Section 107 Construction Documents - Palm Beach County Amendments to the Florida Building Code; Section 1612 of the Florida Building Code, Building and Section 401 of the Florida Building Code, Residential.

**PURPOSE:** The purpose of this PPM is to outline the Building Division's policy for enforcement of the above referenced regulations.

**POLICY:** Drainage information referenced in Table 1.0 attached to this memorandum, is required as part of the Building Division's permitting and inspection process. As specified in the Subdivision & Required Improvement Regulations, drainage improvements shall be certified by an engineer or surveyor registered in Florida, prior to the issuance of a Certificate of Occupancy or Completion.

**PROCEDURE:** Drainage information shall be supplied to the Building Division in the time frames specified in PBO-006 Surveys. The Drainage Certificate of Compliance Form (Form 002-PBO-044) shall be provided to the Structural Inspector at the Final Inspection. The Inspector shall verify the referenced permit number and submit the Form to the Records Section for filing. Should the Form not be available at the Final Inspection, the Inspector shall reject the inspection with the appropriate rejection code.

**Supersession History:**

1. PPM# PBO-044, issued 10/01/90
2. PPM# PBO-044, effective 10/01/90
3. PPM# PBO-044, issued 01/91
4. PPM# PBO-044, issued 06/91
5. PPM# PBO-044, issued 09/91
6. PPM# PBO-044, issued 08/92
7. PPM# PBO-044, issued 04/97
8. PPM# PBO-044, issued 11/10
9. PPM# PBO-044, issued 04/25/12

  
Director

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**TABLE 1.0 Drainage Information Requirements <sup>1</sup> S = Submittal F = Final**

Required Information	Development Type					
	1 & 2 Family Dwelling w/Plan	1 & 2 Family Dwelling w/o Plan	1 & 2 Family Dwelling on Rural Lot ≥ 1 Acre	3 or More Dwelling Units	Commercial & All Other Development	Accessory Structure <sup>8</sup>
Proposed Finished Floor Elevation	S	S	S	S	S	
Elevations At Each Corner Of Lot & Building <sup>2,5</sup>	S					
Inundation Elevation Resulting From 100- yr, Flood Elevation or 100- yr. As Established By SFWMD Rule, Whichever is Higher <sup>7</sup>	S	S	S	S	S	
Minimum Lot Elevation At The 3-year, 24-hour Rainfall <sup>8</sup>	N/A	S	S			
Proposed Elevations Of Lot & Driveway Swale Areas (high, low & break points) & required sidewalks <sup>2,5</sup>	F	S				
Roadway Elevations At Center Of Lot	S	S				
Proposed Drainage Plan Conforming To Art. 11 ULDC <sup>3</sup>		S				
Drainage Review From PBC Engineering Department				S	S	
Compliance With Article 18 ULDC	S	S	S	S	S	
Final Drainage Certification (Form #001 PB0.044) w/survey	F	F	F	F <sup>9</sup>		
Confirmation From PBC Engineering Of Receipt of Engineering Certification				F	F	

1. All data to be expressed in NGVD-1929.
2. This is available on, or may be developed from the approved drainage plan on file with PBC Engineering Dept..
3. Survey topographical information shall be provided for the entire lot & the area minimum 50 feet adjacent, plus the finish floor elevation of all adjacent habitable buildings.
4. Any of the above information, if construction substantially alters existing grade or approved drainage plan.
5. When grades on adjacent developed lots differ substantially from the approved plan then a proposed drainage plan conforming to Articles 11 & 18 ULDC shall be substituted.
6. For residential lots with gross area greater than one-quarter acre, within 20 ft of building only. For structures served by an onsite sewage disposal system, if the 3 year, 24 hour rainfall event elevation has not been determined as noted by the surveyor, an elevation not more than 18" below the drainfield invert may be substituted. The established 3 year, 5 day rain event is also acceptable in lieu of the 3 year 24 hour event. All other code requirements relating to required fill around the structure, maximum slope, and Health Department required coverage must be met.
7. If 100-year flood stage information is not available, refer to Article 18 ULDC to set the finished floor elevation.
8. See PPM# PBO.009 for additional driveway swale information.
9. If no drainage plan through PBC Engineering Department exists.

Definition: **Plan** - Drainage plan approved by PBC Engineering Department.



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**DRAINAGE CERTIFICATE OF COMPLIANCE**

**PERMIT NUMBER:** \_\_\_\_\_

**CERTIFICATION**

Based upon field review under my responsible charge, and review of the final survey as required by the Building Division, it is my professional opinion that the lot grading has been constructed in substantial accordance with the approved drainage plan for the subdivision and/or the drainage control points referenced on the individual lot site plan or construction layout survey on file with the Building Division.

\_\_\_\_\_  
Professional's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Registration Number

\_\_\_\_\_  
As of This Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Seal, Signature, and Date

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