



Resilient Environment Department
Environmental Permitting Division
Surface Water Management Licensing Program
 1 North University Drive, Mailbox 201 • Plantation, Florida 33324
 954-519-1483 • FAX 954-519-1412 • broward.org/environment

Checklist for Surface Water Management License Application

Section I - Administrative Information	
A	Completed application form with appropriate fee are submitted as items 1-A. Apply online through epermits, AccessBROWARD - Sign In
Section II – Site Information (where applicable)	
A	Topographic map (with contours) of the site and adjacent hydrologically related areas including overall map of the area showing where runoff presently goes and size, location, topography, and land use of off-site areas which drain through, onto, and from the project is submitted as item II-A.
B	Identification of seasonal water table elevations with supporting documentation is submitted as item II-B.
C	Floodplain information is submitted as item II-C.
D	Description of vegetative cover (landscape plans) is submitted as item II-D.
E	Signed and sealed Paving, Grading, and Drainage Plans, with special attention to perimeter site grading are submitted as items II-E.
F	Signed and Sealed Geotechnical report including, water table, percolation data is submitted as item II-F.
G	Signed and Sealed Storm Water Pollution Prevention Plan or Erosion and Sedimentation Control Plan are submitted as item II-G.
H	Water Use and/or Dewatering Permits submitted as item II-H. (If Applicable)
I	Wellfield zone location is submitted as item II-I. (If Applicable)
Section III-Master Plan Information (where applicable)	
A	Signed and sealed Master Paving, Grading, and Drainage Plan is submitted as item III-A.
B	Signed and sealed Drainage Plan Details are submitted as item III-B.
C	Receiving body list is submitted as item III-C.
D	Drainage Basin Boundaries showing direction of flow, taking into account off-site runoff being routed through or around the project are submitted as item III-D.
E	Right-Of-Way and Easement Locations for the drainage system, including all areas to be reserved for water management purposes, with the legal method to be utilized are submitted as item III-E.
Section IV - Surface Water Management Analysis/Information (where applicable)	
A	Design storms used, including depth, duration and distribution is submitted as item IV-A.
B	Stage-storage, stage-discharge computations for the outfall structure(s), and a land coverage table for each basin is submitted as item IV-B.
C	Runoff routing calculations showing discharges and elevations including off-site inflows are submitted as item IV-C.
D	Retention/Detention volume calculations are submitted as item IV-D.
E	Calculations which demonstrate compensation for negative impacts to the existing conditions are submitted as item IV-E.
Section V - Legal and Institutional Information (where applicable)	
A	Proof of ownership (Warranty Deed) supporting information is submitted as item V-A.
B	Identify entity responsible for operation and maintenance of the water management system is submitted as item V-B.
C	Documentation of legal and physical availability of receiving water system to receive project discharge is submitted as item V-C (if applicable)
D	Signed and sealed topographic survey with North American Vertical Datum (NAVD 88) coordinates submitted as item V-F.
E	HOA/POA documents including affidavit submitted as item V-E. (if applicable)