

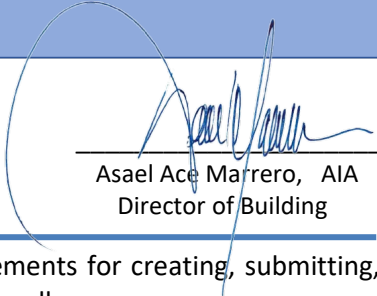
BULLETIN

Date: January 10, 2022

Bulletin No: 2022-001

SUBJECT: Operations and Maintenance Plan for Private Seawalls

EFFECTIVE DATE: Immediately


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Director of Building

EXECUTIVE SUMMARY: This Bulletin sets forth the minimum requirements for creating, submitting, and implementing an Operations and Maintenance Plan for Private Seawalls.

APPLICABILITY:

Owners of private seawalls who have been cited by any regulatory body or are required by FEMA to submit an Operations and Maintenance Plan to the Building Department must comply with the minimum guidelines set forth herein.

MINIMUM GUIDELINES:

1. The inspections of the seawall are required to be performed by a professional engineer with relevant experience who is hired and paid by the owner, and who is acceptable to the Building Official.
2. All seawall inspection reports shall comply with, and reference, the standards of the American Society of Civil Engineers (ASCE) Manual 101 - Underwater Investigations: Standard Practice Manual (latest edition). A minimum Level I (visual) evaluation must be conducted, above and below water.
3. If any significant deterioration, damage, or settlement is evident during a post-event inspection, the professional engineer will then evaluate the condition of the seawall relative to its original condition and configuration.
4. If the professional engineer determines that the seawall can no longer provide a level of base flood protection consistent with that of the original wall, then the engineer shall prepare drawings and specifications describing the required maintenance and repairs to restore the wall to its required level of base flood protection.
5. After submitting said documents to the City and securing all necessary permits, the specified maintenance and repairs shall be carried out by the owner or their selected contractor in a timely fashion. Upon completion, the work will be inspected by a professional engineer.
6. When the maintenance and repair work has been determined by the engineer to be satisfactory, the work will be documented and photographed, a post-maintenance, or post-repair report shall be prepared by the engineer, and the engineer will certify the seawall as providing the required level of flood protection. This is a prerequisite to finalizing the permit.
7. All seawall documentation (inspection reports, condition evaluations, maintenance and repair plans, post maintenance and post-repair inspections and documentations, and seawall certification) will be submitted to the building department.

CONCLUSION: The procedures outlined above will be effective immediately.