

City of Brookings Policy:	Title: Detention Basin Acceptance Policy	
Issue Date: July 31, 2025	Last Updated:	Section: Public Works
Policy Source: Public Works - Engineering	Policy Audience: City Council, City Staff, Developers and the Public	Total Pages: 2

I. PURPOSE

The purpose of this policy is to establish clear standards for the City to consider the acceptance and long-term maintenance responsibility for privately constructed detention basins that receive stormwater runoff from City owned right-of-way. Acceptance ensures stormwater is managed in a manner that protects life, property, and the environment, and that conforms to the City’s long-term development and stormwater goals. Acceptance of ownership and long-term maintenance responsibility may be denied, in the City’s sole discretion.

II. APPLICABILITY

This policy applies to all existing, proposed or modified residential developments that require stormwater detention basins as part of compliance with the City’s stormwater management regulations.

III. DEFINITIONS

- A. Detention Basin: A stormwater management facility designed to temporarily store runoff and release it at a controlled rate.
- B. Developer: The individual or entity responsible for the design and construction of the basin.
- C. City Engineer: The City of Brookings designated engineer or representative responsible for stormwater infrastructure approval and oversight.

IV. CRITERIA OF ACCEPTANCE FOR CITY OWNERSHIP

To be considered for acceptance of ownership by the City of Brookings, a detention basin must meet the following criteria:

- a. The design of the detention basin must be approved by the City Engineer and constructed in accordance with design requirements in the Storm Drainage Design and Technical Criteria Manual.
- b. Detention basin must be platted to the 100-year storm limits, including adequate access for maintenance.

- c. "As-built" drawings must be provided to the City Engineer by the owner's engineer to confirm that the basin was built and is currently in accordance with the approved design.
- d. An Engineer's certification that the detention basin is currently in substantial compliance with the approved design must be submitted to the City Engineer.
- e. A final inspection/walk through with the developer, developer's engineer, and City staff must be completed.
- f. All improvements to the basin and property must be completed, including sidewalks, if adjacent to a City street.
- g. The detention basin must have fully established vegetation to prevent erosion and enhance aesthetics. Vegetation must be void of invasive plants.
- h. All maintenance of the basin and property must be up-to-date and satisfactory in the opinion of the City Engineer including:
 - 1. Weed control;
 - 2. Sediment removal; and
 - 3. Debris and litter cleanup.

V. OWNERSHIP AND LONG-TERM RESPONSIBILITY

If the City Engineer determines that all criteria has been met, the City may, in its sole discretion, consider accepting ownership and maintenance responsibilities for a detention basin. Transfer of deed and long-term responsibility requires the developer/owner to:

- A. Execute a legally binding financial agreement which will include, at a minimum, three (3) years of anticipated maintenance costs which includes routine inspection, sediment removal, vegetation control, structural maintenance, and snow removal (if sidewalks are included). The anticipated annual maintenance cost will be determined by the City Engineer.
- B. Provide the City with a property ownership and encumbrance report or other evidence of title satisfactory to the City.
- C. Provide a Warranty Deed to transfer ownership. A warranty deed is preferred, but a deed other than a warranty deed may be utilized in the City's sole discretion.

VI. AMENDMENTS

This policy may be updated periodically by the City Engineer with approval from the City Manager to reflect best practices, regulatory changes, or evolving community needs.

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Approved:

Paul Briseno

Paul Briseno, City Manager

9/9/2025

Date