



Nassau County
 96161 Nassau Place
 Yulee, FL 32097
 904-530-6225

APPLICATION NO _____

LOT GRADING FORM

Parcel Number or Address and Subdivision:	Lot:
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It is the responsibility of each builder to construct a suitable grading and drainage scheme which will convey surface water, without ponding in the lot or under the structure, from the structure to the drainage system as depicted in the Development Review Committee approved Site Engineering Plans. If no plans exist, it is still the builder's responsibility to grade the site in such a manner that run-off does not affect neighboring lots.

A builder or homeowner cannot modify the County's storm water management system including the pipes, inlets, area drains, ditches and related elements typically within the street or within a drainage easement without the prior written approval of the County Engineer or designee.

The builder is the single responsible party for the proper implementation of an Erosion Protection Sediment Control (EPSC) within each lot or construction site. This includes the responsibility for the actions/inactions of employees, subcontractors, and/or suppliers.

Drainage easements and ditches should remain free of stockpiled soil, sediment, mud, construction materials/waste, etc. at all times.

The builder shall temporarily or permanently stabilize bare soil areas and soil stockpiles as soon as practical when the area is inactive or has reached finished grade.

Correct deficiencies within 72-hour period. Failure to correct EPSC deficiencies may result in delayed inspections, notices of violation, citations, fines, penalties, and/or stop work orders.

Install additional EPSC measures if sediment is leaving your site. Failure to contain sediment to your site may result in delayed inspections, notices of violation, citations, fines, penalties, and/or stop work orders

It is the responsibility of each builder and/or homeowner to check for compliance with state or federal regulations and have appropriate permits prior to construction on the lot. This includes clearing or bringing in fill.

Contractor:			
Contact Name:		Title:	
Address:		City:	ST:
Phone :		Email:	

Contractor Certification		
I hereby certify that I have read and examined this application and know that the same to be true and correct. All provision of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any state or local ordinance regulating the performance of the lot grading.		
_____	_____	_____
Print Name	Signature	Date
<u>ON ISLAND REQUIREMENTS EXEMPTION FROM ENGINEERING PLAN EXPLANATIONS (CIRCLE)</u>		
SITE COVERAGE UNDER 20% _____ What %?	IN A SUBVISION WITH WATER QUALITY	IMPERVIOUS NOT INCREASING



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SITE PLAN CERTIFICATION

I hereby certify that the application's site plan matches the DRC approved Site Engineering Grading and Drainage Plans for this site. The provided site plan shows the **Final Floor Elevation (FFE)**, **Datum** of the elevation, and **grading plan** for the site.

 Print Name

 Signature

 Date

OR

Fill out FFE and datum

Finished Floor Elevation (FFE):

Datum:

check the box for how FFE is established in accordance with 99-17 10.8 (See guidance document for help)

1a. FEMA AE: One (1) ft above Base Flood Elevation
 *Requires two (2) FEMA Elevations Certificates

3. Thirteen (13) inches Above Highest Adjacent Grade (AHAG) *over an acre subject to engineering approval*

1b. FEMA A: three (3) feet above highest adjacent grade *Requires two (2) FEMA Elevations Certificates

4. Eighteen (18) inches above centerline of road *Less than an acre without an FFE on plans*

2a. Nassau County Development Review Committee Approved Site Engineering Plans

5. Engineered Signed and Sealed Grading Plan

2b. Nassau County Recorded Plat

6. Other (explain) _____

If applicable:

CONTAINS: ___ Wetlands ___ Streams ___ Drainage Easement ___ Protected Trees ___ Special Flood Hazard Area

COMMENTS:

Grading Lot Type

(Circle or explain other)

A

B

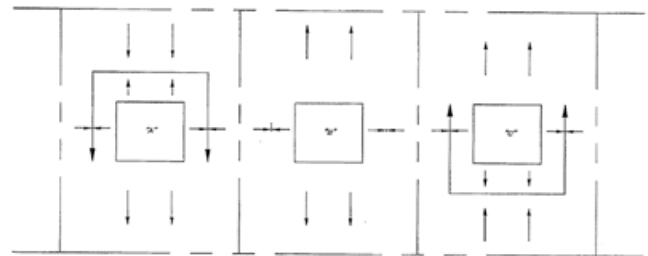
C

PLEASE ATTACH A COPY OF THE DRC PLANS OF THE LOT GRADING

Obtain from Planning Department if you do not have a copy from the developer. Ask for DRC approved plans 904-530-6300

planninginfo@nassaucountyfl.com

- Y N Are you changing the Natural Flow of water?
- Y N Is there fill being placed outside of the building envelope plus five (5) feet?
- Y N Is there fill being placed within ten (10) feet of the property line? ****includes installation of mound septic systems and side slopes****
- Y N N/A Is a Lot Grading Plan Attached in accordance to the grading plan checklist requirements?



Signature of Applicant

date

Print Name



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GUIDANCE DOCUMENT

FORM BOARD/STEM-WALL ELEVATION & LOT GRADING APPLICATION

Must meet 10.8 of Nassau County Roadway and Drainage Ordinance 99-17, Nassau County Floodplain Ordinance 2015-16 Section 4, and 2017 Florida Building Code Residential R322.2.1

1. Is this property located in a floodplain A or AE? If **Yes** then: (Otherwise go to 2)

- AE: Finished Floor Elevation (FFE) must be at a minimum one (1) foot above the Base Flood Elevation (BFE)

CHECK BOX 1a, "FEMA AS: ONE (1) FOOT ABOVE BFE"

- A: FFE Must be at a minimum three (3) feet above highest adjacent grade or any known flood level (best available data)

CHECK BOX 1b, "FEMA A"

****Most stringent applies to these FFE- please answer all questions. ****

****BOTH A and AE FFE's require two FEMA elevation Certificates. One at the completion of the foundation and one prior to Final Inspection ****

2. Is this property in a platted subdivision? if **Yes** then: (Otherwise go to 3)

- Use the Development Review Committee (DRC) Approved and stamped Plans
 - * Stem walls with a letter from the contractor stating they are not changing the DRC approved grading plan can be approved above six (6) inch tolerance.*

CHECK BOX 2a, "NASSAU COUNTY DEVELOPMENT REVIEW COMMITTEE APPROVED SITE ENGINEERING PLANS"

- Plans don't exist, use the plat's final floor elevation (FFE)

CHECK BOX 2b, CHECK BOX "RECORDED PLAT"

- If neither provide FFE, then proceed as if not in a subdivision

3. Is this lot greater one acre? If **Yes** then: (Otherwise go to 4)

- Can be 13" Above Highest Adjacent Grade if approved by NC engineering services

****meet 2017 Florida Residential Code Section R401.3 & R404.1.6 (6" above finished grade (A.F.G.) to bottom of siding and 6" of fill graded within the first 10' feet of the perimeter of the building to direct water away from foundation & 1" siding past slab=13")****

CHECK BOX 3, 13" ABOVE HIGHEST ADJACENT GRADE

4. IF denied from #3 or all other cases, FFE shall be 18" above the centerline of the road (If there are concerns see 5)

CHECK BOX 4, "18" ABOVE CENTERLINE OF ROAD"

5. Engineered Lot Grading Plan

- Engineered lot grading plan or letter signed and sealed can lower the FFE if there are height concerns.

CHECK BOX 5, "ENGINEERED SIGNED AND SEALED GRADING PLAN"



Nassau County Engineering Services
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Lot Grading Guidance

Lot Grading Guidance

Currently, Nassau County's 99-17 Roadway and Drainage Standards includes the following requirements:

10.8.10 . Stormwater, Drainage, Storage and Treatment Requirements for Individual Lots

The terms and provisions of this section shall apply as specified herein to all developments and redevelopments, and government agencies located within the unincorporated areas of Amelia Island.

- 1) An applicant shall be required to provide onsite storage of stormwater for all development and redevelopment projects not part of a subdivision with a designed stormwater system and for any addition or modification that increases the impervious surface area on a developed lot by more than 20%.
 - a. Projects located outside of a subdivision, but in an area with an available engineered stormwater system shall ensure that stormwater is properly routed to the stormwater structures.
 - b. Any modification or replacement of driveway and sidewalk areas on a developed lot shall not require onsite storage improvements provided the modification or replacement does increase the impervious area of the existing driveway or sidewalk area.
- 2) Where possible, utilize low impact development (LID) techniques such as rainwater harvesting, roof downspout disconnection, rain gardens, green roofs, trenches and chambers, bioretention, vegetated filter strips, permeable pavement, enhanced grass swales, dry swales, and perforated pipe systems. These systems will need to be in a recorded maintenance agreement to follow the deed on the lot.
- 3) All lots and development sites shall be constructed and graded in such a manner that the stormwater drains to the adjacent street, an existing natural element used to convey stormwater, or county drainage structure after meeting onsite storage requirements.
- 4) Except as required to meet coastal construction codes as set forth within a valid permit from the Florida Department of Environmental Protection; or as required to meet applicable flood zone or stormwater regulations as set forth herein, the elevation of a development or redevelopment site shall not be altered.
- 5) **An as-built approved by Nassau County Engineering Services shall be provided before issuance of final certificate of occupancy including any lot grading.**
- 6) Volume calculations for any projects that require onsite storage shall be based on the following calculation:

$V = CAR/12$, where
V = volume of storage in cubic feet
A = total impervious area,
R = mean annual rain event
C = runoff coefficient is 0.92, the difference between impervious area (C = 1.0) and undeveloped conditions (C = 0.08).

 - a. This volume must be stored at least one (1) foot above the annual high water table and below the overflow point to offsite (in many cases this may be the adjacent road elevation). As an option, and as approved by Nassau County Engineering Services, an applicant may implement, at the applicant's cost, offsite storage and necessary conveyance to control existing flood stages offsite..



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Lot Grading Guidance

- provided documentation showing appropriate authorization for the off-site use and meeting the requirements of this section is submitted and approved by the county
- 7) There shall be no net loss of storage for areas in a Special Flood Hazard Area and Shaded X zones. Site grading shall create storage onsite to mitigate for filling of volume onsite. This storage is in addition to the storage required for the increase in impervious surface area. The applicant shall provide signed and sealed engineering plans and calculations documenting that this "no net loss" requirement is met.
 - a. This excludes fill brought in for stem wall stabilization.
 - b. Engineering Services shall have the right to exempt any project from the no net loss requirements which borders on and discharges directly into tidally influenced bodies of water
 - 8) Subsequent to approval of a property owner's final grading, including onsite and/or floodplain storage and stormwater treatment and closeout of the applicable permit or issuance of certificates of occupancy, the improvements shall be maintained by the property owner and recorded in a maintenance agreement.
 - a. In order to ensure compliance with the provisions of this section and the requirements to maintain onsite stormwater improvements over time, the County is authorized to conduct inspections of property, upon reasonable notice and at reasonable times, for the purpose of inspecting said property and/or onsite storage improvements for compliance with this section and with any applicable conditions of previously issued permits.
 - b. Failure to maintain the improvements will require restoration upon notification by engineering service or code enforcement, within a stipulated time frame.
 - c. If restoration is not completed within Nassau County's Code requirements, the county shall have the right to complete the restoration, and the county's actual cost incurred, together with a charge of one hundred (100) percent of said costs to cover the county's administrative expenses, shall be charged to the then owner of the property.
 - 9) **Applicants shall provide documents and calculations to demonstrate compliance. The submittal of application for construction shall be completed by an engineer.**
 - 10) Impervious surface requirements shall not be eligible for relief via waivers from the Planning and Zoning Board.

Lot Grading Plans Requirement:

10.8.8 Requirements for Lot Grading Plans

- a. Drawn to a scale of one (1) inch equals fifty (50) feet or larger
- b. Property boundary lines;
- c. Existing drainage patterns on the site including points of entry of off-site drainage contributing areas, points of exit of stormwater runoff and if necessary, existing elevations and/or elevation contours;
- d. Proposed limits of filling and grading of the site including fill depth, slopes, floor elevations, and if necessary, final elevations and/or elevation contours of the site;
- e. Location of swales and drains to convey stormwater runoff from the site and any off-site contributing drainage areas to an appropriate point of disposal without unreasonably impacting adjacent and downstream properties;
- f. Any other pertinent information as may be required by the engineering services department as appropriate for responsible evaluation of the grading plan.
- g. Demonstrate fill will not block the natural flow of stormwater runoff from adjacent properties and will not divert or direct additional stormwater runoff onto adjacent properties. Any additional stormwater runoff shall be directed to the roadway drainage system or other approved drainage facility.