



January 31, 1996

To: **JOHN D. WARBINGTON, *Manager, Building Department***
From: **JAMES T. SHOW, *P.E., Manager, Development Engineering***
Subj: **LOT GRADING REVIEW PROCEDURES**

In July and August, 1993, procedures were prepared for the review and approval of lot grading plans. Some of the requirements for these procedures have changed but basically, this is just to reiterate for current staff.

Please review these procedures and let me know if there is anything you feel needs to be revised or changed.

A. Grading Requirements for Final Building Inspection:

Effective January 1, 1996, the following grading requirements were implemented.

1. On all lots, the finished floor elevations shall be no more than one-tenth (1/10) of one foot (1') below the approved design elevation.
2. On lots for which the side yard setback is less than seven and a half feet (7-1/2'), finished floor elevation shall be no more than six-tenths (6/10) of one (1') foot above the approved design elevation.
3. On lots for which the side yard setback is seven and a half feet (7-1/2') or more, the finished floor elevation shall be no more than one foot (1') above the approved design elevation.
4. On lots greater than 10,000 square feet, the finished floor elevation may be raised, provided elevations specified for finished grade are maintained.
5. A partial topography survey performed by a registered surveyor shall be submitted.

NOTE: see exhibit "A" attached



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B. Procedures for revised lot grading and finished floor elevations:

1. For any lot that is located within a subdivision without an approved master lot grading plan and that is 1/2 acre or less in size, an individual lot grading plan signed and sealed by an Engineer registered in the State of Florida shall be submitted to the Building Department prior to the issuance of a building permit.
2. For any lot that is located within a subdivision without an approved master lot grading plan and that is greater than 1/2 acre in size, an individual lot grading plan prepared by the applicant or designee shall be submitted to and approved by the Development Engineering Department prior to the issuance of a building permit.
3. For any lot that is located within a subdivision with an approved master lot grading plan:
 - a. the builder must propose lot grading and finished floor elevation consistent with the approved master lot grading plan for the subdivision prior to the issuance of a building permit; or
 - b. a revised master lot grading plan for the entire subdivision shall be submitted to and approved by the Development Engineering Department prior to issuance of a building permit for a proposal which does not conform to the most recently approved master lot grading plan (any such revised master lot grading plan for the entire subdivision shall be signed and sealed by an Engineer registered in the State of Florida and either submitted by the Developer of the subdivision or with written authorization from the Developer to allow a revision to the master lot grading plan).
4. For any lot that is located within a subdivision with an approved master lot grading plan, and the lot has been graded and/or been improved in a manner that is not consistent with this plan:
 - a. the builder shall remove the improvement(s) and/or regrade the lot to conform to the approved master lot grading plan; or
 - b. a revised master lot grading plan for the entire subdivision shall be **submitted to and approved by the Development Engineering Department** prior to the issuance of a "Certificate of Occupancy" (any such revised master lot grading plan for the entire subdivision shall be signed and sealed by an Engineer registered in the State of Florida and either submitted by the Developer of the subdivision or with written authorization from the Developer to allow a revision to the master lot grading plan).

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C. Procedure for raised finish floor elevation for septic tank installation:

1. For any lot that is located within a subdivision with an approved master lot grading plan and that requires a finished floor elevation above the approved elevation in order to comply with Health Department requirements for septic tank installation:
 - a. the builder must propose an increase in finished floor elevation which does not modify any of the lot grade elevations and grade percentages as approved on the master lot grading plan (i.e. The proposed increase in finished floor elevation shall be accomplished with a form of stem-wall construction which does not affect lot grades.) This proposal, along with documentation from the Health Department of the required elevation, shall be submitted to and approved by the Building Department prior to the issuance of a building permit. The Building Department shall not approve any such proposal which requires a modification of any of the lot grade elevations and grade percentages as approved on the master lot grading plan; or
 - b. a revised master lot grading plan for the entire subdivision shall be submitted to and approved by the Development Engineering Department prior to the issuance of a building permit (any such revised master lot grading plan for the entire subdivision shall be signed and sealed by an Engineer registered in the State of Florida and submitted by the Developer of the subdivision or with written authorization from the Developer to allow a revision to the master lot grading plan.

D. Procedure for individual lots not in a subdivision:

1. For an individual lot which is greater than 1/2 acre in size and is not located within a subdivision, an individual lot grading plan shall be **submitted to and approved by the Development Engineering Department** prior to the issuance of a building permit. These plans (three copies) should include the following information:
 - a. Proposed finished floor elevation and building envelope.
 - b. Proposed type of lot grading ("A", "B" or "C"). See exhibit "B".
 - c. Proposed elevations at all lot corners and other significant locations. (NOTE: the minimum acceptable grade shall be 1%)
 - d. The existing elevation of the centerline of the roadway.
 - e. Location and cross-section of any proposed swales.
 - f. Arrows indicating the anticipated directions of surface drainage flow.

Please contact this office if you have any questions.

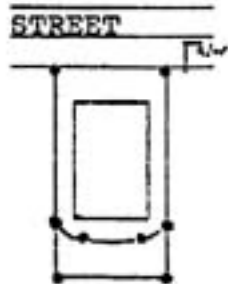
JTS:PSZ

Contact: Mohammad G. Sohail, P. E., Chief Engineer, Plan Review

EXHIBIT "A"

ORANGE COUNTY 8 SHOT SPOT GRADE PATTERN FOR FINAL LOT GRADING APPROVAL

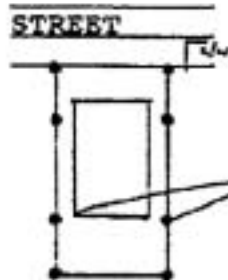
TYPE "A"
LOT GRADING



LEGEND

•	SPOT SHOT LOCATION
—	YARD SWALE INVERT
└─	RIGHT-OF-WAY LINE
"A"	FHA/VA/HUD GRADING PATTERN

TYPE "B"
LOT GRADING



BREAK POINT ON
LOT GRADE

TYPE "C"
LOT GRADING

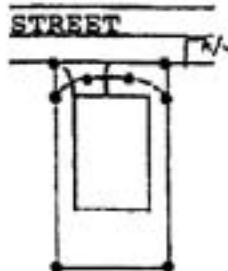
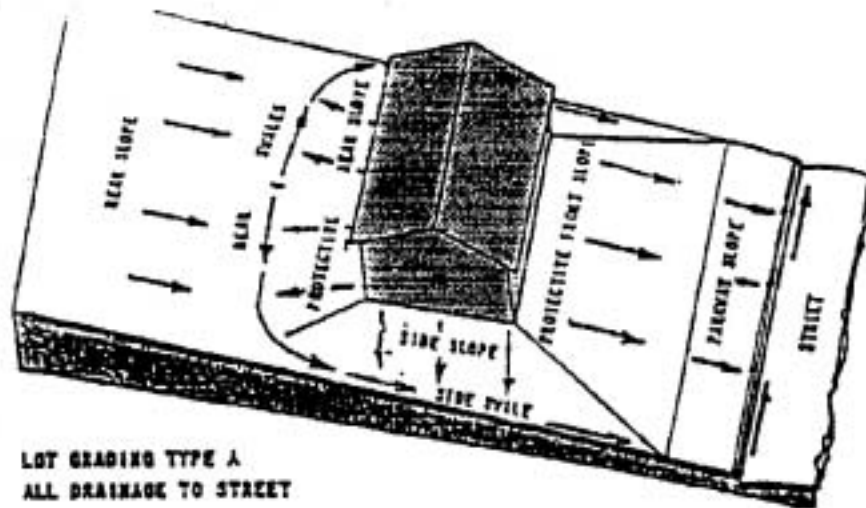
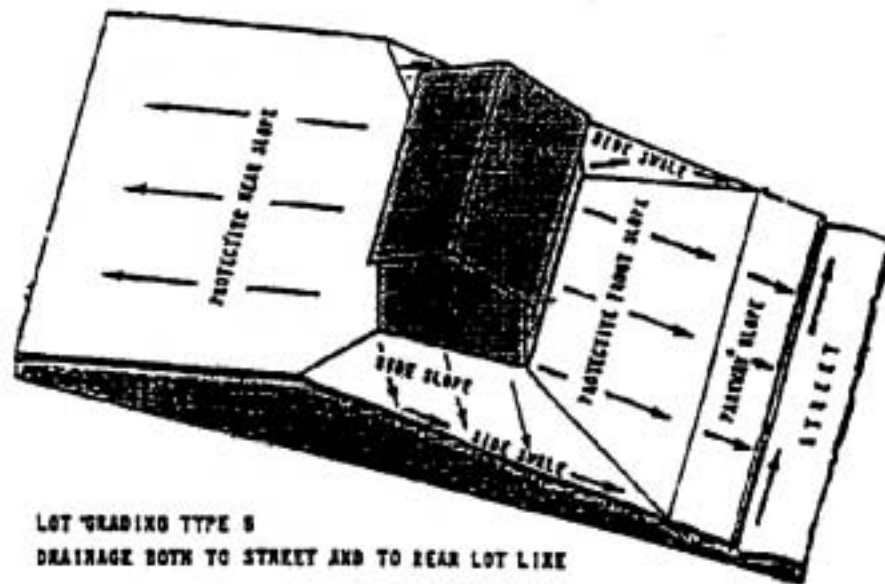


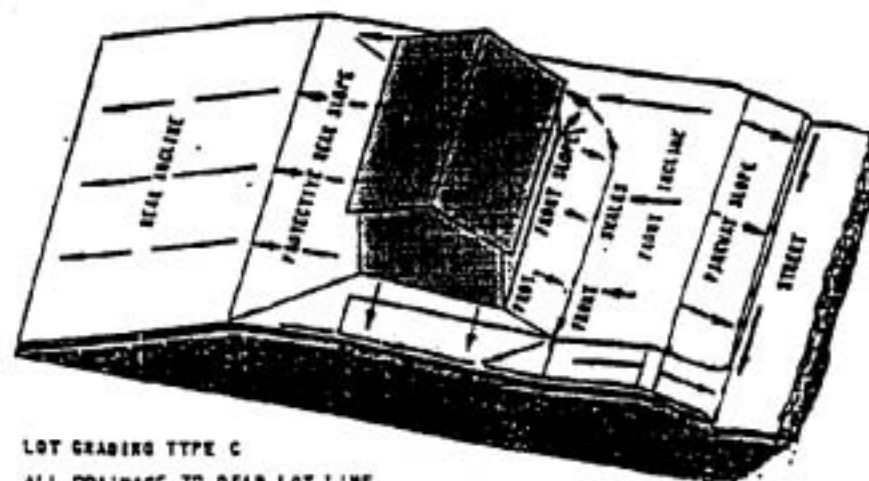
EXHIBIT "B"



LOT GRADING TYPE A
ALL DRAINAGE TO STREET



LOT GRADING TYPE B
DRAINAGE BOTH TO STREET AND TO REAR LOT LINE



LOT GRADING TYPE C
ALL DRAINAGE TO REAR LOT LINE