City of Owatonna Foundation Elevation Certification

Property Address:_____ Building Permit #_____

Builder Name:_____ Date: _____

Elevation system used to certify foundation height must be consistent with system used on approved site plan.

☐ **Actual Foundation Elevation Method (**to be used **after** foundation wall installation)

Control Elevation *** _____

Actual Foundation Elevation _____

Planned Foundation Elevation (from site plan) _____

Difference between Planned and Proposed (If more than 0.167 or 2" **Variance Required)** _____

☐ **Proposed Foundation Elevation Method** (to be used **prior** to foundation wall installation)

Control Elevation *** _____

Proposed Foundation Elevation (see footnote) _____

Planned Foundation Elevation (from site plan) _____

Difference between Planned and Proposed (If more than 0.167 or 2" **Variance Required)** _____

Provide sketch of house indicating location of foundation measurement

Notes:

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I hereby certify that that this survey was prepared by me or under my direct supervision and that I am a duly **licensed land surveyor** under the laws of the State of Minnesota.

Printed Name _____ Signature _____ MN Lic. # _____

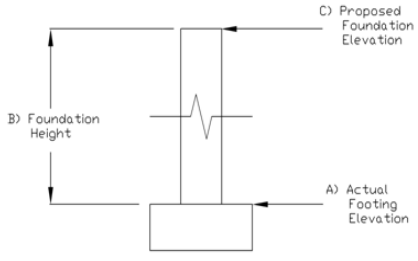
I hereby certify that that this survey was prepared by me or under my direct supervision and that I am a duly **licensed engineer** under the laws of the State of Minnesota.

Printed Name _____ Signature _____ MN Lic. # _____

For City Use:

Foundation elevation above control elevation meets policy standards.

Building Inspector Initials_____



See reverse side for policy and footnotes

Lot drainage and building height.

Buildable Lots Existing Prior to April 1, 2008

- Surface drainage of the lot based on final grade shall be indicated on the site plan as per the required Stormwater Management Plan (Ord. 317.03).
- Foundation elevation shall be between 18" and 32" above sidewalk grade as measured at the *front most corner of the garage closest to the side property line. If measurement is taken off the footing the contractor shall also include the distance in feet and inches from the top of the footing to the top of foundation. In instances where garage is detached or planned for later construction the measurement shall be taken at the highest point of the foundation at the front of the house.* Sidewalk grade shall be obtained from City Engineering. The City shall provide on-site sidewalk grade stakes.
- **Deviation from this standard is permissible only upon approval of the *City Engineering Department* at time of original submission.**
- Certification of the foundation elevation by a licensed land surveyor or engineer shall be submitted prior to the foundation wall inspection. City approved standardized form will be provided.
- All foundation elevations deviating from approved elevation on original submission will require a site survey and written statement by a licensed land surveyor or engineer warranting the deviation and providing adequate information regarding adequacy of lot grading. **The site plan resubmission is subject to review fees outlined in the most current stormwater fee schedule.**
- The control elevation, also known as "sidewalk grade", is the base elevation used to measure the height of the foundation and is determined by one of the following methods: **A)** if no curb and gutter or sidewalk exists, the City shall provide on-site sidewalk grade stakes at front property corners. The control elevation is the average of the difference in elevation of the front property corners at the center of the lot. **B)** If curb and gutter is in but no sidewalk exists in front of lot, the control elevation shall be the elevation of the curb at the center point between front property corners plus 3 ½ inches. **C)** If curb and gutter and sidewalk exist, the control elevation shall be the elevation of the sidewalk at the center point between front property corners.

Building Lots Created After April 1, 2008

- Site, erosion control and grading plans submitted with building plans shall be in compliance with the Stormwater Management Plan approved for the applicable subdivision plat. Information submitted shall include elevations of lowest floor, top of foundation at center line of lot, structure type, final grading contours, and elevation of lot corners as per the Stormwater Management Plan. All elevations will be as per the approved Stormwater Management Plan. (Note: Sidewalk grade stakes will not be provided by the city.) Any deviation from the plan must first be approved by City Engineering Department. Depending on specific circumstances and/or the degree of variance such deviation may require review and certification by a licensed professional engineer. Such expenses shall be the responsibility of the contractor.
- Certification of the foundation elevation by a licensed land surveyor or engineer shall be submitted prior to the foundation wall inspection.
- To insure that final grading of the lot is in compliance with the grading plan as approved as part of the Stormwater Management Plan, lot corner elevations shall be certified by a licensed land surveyor or engineer. This certification must be submitted to the city prior to the issuance of the Certificate of Occupancy. If a deviation from the plan is indicated, the City Engineering Department shall review the situation and determine what remedy needs to be pursued. Costs associated with any such remedy shall be the responsibility of the contractor. Depending on specific circumstances and/or the degree of variance from the plan, contractor may have to secure the services of a licensed professional engineer to determine a remedy. The expense of doing so shall be the responsibility of the contractor.

***Proposed Foundation Elevation-**If builder chooses, the foundation elevation can be verified by a licensed surveyor prior to the foundation wall being completed. Licensed surveyor must use the following method to determine the proposed foundation height: Proposed foundation elevation to be the elevation of front most corner of the actual garage footing, closest to the side property line, plus the height of the garage foundation wall, measured in feet and inches from the top of footing to the top of the foundation. City inspectors will then verify that the wall height complies as noted.

****Actual Foundation Elevation-**After footings and foundation have been installed and prior to foundation inspection, a licensed surveyor or engineer must verify the foundation elevation at front most corner of the garage foundation, closest to the side property line.

*****Control Elevation-**The control elevation, also known as "sidewalk grade", is the base elevation used to measure the height of the foundation and is determined by one of the following methods: A) if no curb and gutter or sidewalk exists, the City shall provide on-site sidewalk grade stakes at front property corners. The control elevation is the average of the difference in elevation of the front property corners at the center of the lot. B) If curb and gutter is in but no sidewalk exists in front of lot, the control elevation shall be the elevation of the curb at the center point between front property corners plus 3 ½ inches. C) If curb and gutter and sidewalk exist, the control elevation shall be the elevation of the sidewalk at the center point between front property corners.
Control Elevation should always be denoted at 100'-0" or actual above sea level elevation using NAVD 1988.