

Department of Planning and Development

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As-built Post Construction Hold & Release Affidavit Form
'Slab Only' or 'Footing Only' Building Permit
(Revised October 2013)

This affidavit must be completed & submitted in conjunction with the Building Permit application. Please type or print.

Building Permit Number (completed by staff): BLD
Subdivision: Lot: Block:
Site Address:
Contractor (Company) Name: Phone:
Contractor Address:
City: Province/State: Postal Code:
Property Owner (Company) Name: Phone:
Property Owner Address:
City: Province/State: Postal Code:

A 'Slab Only' or 'Footing Only' Building Permit (which includes rough slab plumbing) is issued on lots with floodplain or buffered areas. The lowest finished floor of buildings, including basement, must be constructed at an elevation, as noted below. Construction shall not proceed past the point of an approved slab or footing inspection (which includes rough slab plumbing) and concrete placement completion until documentation(s) indicated below which must be prepared by a Registered Land Surveyor, of the lowest finished floor, including basement, have been submitted to and approved by the Storm/Water/Sewer Plan Review Section. The permit 'Yard Card' must also be returned in order to obtain a 'Complete' Building Permit. My signature hereon acknowledges my understanding of this requirement.

Contractor's Printed Name:
Contractor's Signature: Date:
Property Owner's Printed Name:
Property Owner's Signature: Date:

To Be Completed by Storm Water Management Staff

Released For: [X] 'Slab Only' Building Permit [X] 'Footing Only' Building Permit
An as-built from a Registered Land Surveyor, of the lowest finished floor, including basement, is required to be submitted and approved immediately following slab or footing inspection approval and concrete placement completion:
[] FEMA Elevation Certificate
[] As-Built Foundation Survey MFE =
[] Other
[] A completed Post Construction As-built FEMA Certification with photos is required: [] Yes [] No
[] The lowest finished floor, including basement, shall be constructed above the 100-year floodplain elevation as follows:
[] Three (3) feet above (residential) MFE: (per plat)
[] One (1) foot above (nonresidential) MFE:

'Slab' or 'Footing' Only Building Permit Released By: Date:
Released for 'Complete' Building Permit By: Date:
Released for Certificate of Occupancy (CO) By: Date:

To Be Completed by Building Permits Staff

'Complete' Building Permit Issued By: Date: