

IMPORTANT NOTICE

PERMIT DOCUMENT – SUB DIVISION DEVELOPER

March 2, 2018

Re: Lot Grading

EFFECTIVE: JANUARY 1, 2018

Council recently approved changes to the permitting/inspection process to help ensure proper drainage on building lots to prevent future issues for the homeowners. Correct lot grading is in the best interest of the Homeowner, the Developer and the Town.

Please be advised that effective January 1, 2018 all plot plans must identify lot grades and foundation grades upon submission. This is required prior to a building permit being issued by the Town.

The Developer is responsible to ensure that the lot has been graded according to the submitted plan and that the foundation is at the correct grade. Attached is documentation that will be provided upon receipt of the building permit. These documents must be signed and returned to the Engineering Department before framing of the ground floor can commence.

Sincerely,



Nelson T.A. Chatman, P. Eng.
Director of Engineering and Works

**Permit Document – Sub Division Developer
Residential Lot Grading**

Owner _____ Street _____

Permit No. _____ Date Issued _____

Sub Division Developer _____

OWNER’S RESPONSIBILITIES

The owner must have the following confirmed by the Sub Division Developer before an occupancy permit can be issued.

1. Confirm that the entire site grading complies with the Town’s permit requirements.
2. Confirm that all site grading elevations are the same as the elevations located on the approved plot plan.

The owner must present this document to the Town’s Engineering department. The document must be signed and dated by the Sub Division Developer or his/her Representative.

SUB DIVISION DEVELOPER

Sub Division Developer _____

Lot Address _____

This is to confirm that the entire lot grading and grading elevations have been checked and comply with the Town of Grand Falls-Windsor’s permit requirements and the approved plot plan respectively.

Sub Division Developer _____ Date _____

Or

Developer’s Representative _____ Date _____

PERMIT DOCUMENT – OWNER
IMPORTANT NOTICE

It is the owner's responsibility to have his/her/their lot grading completed to comply with the Town of Grand Falls-Windsor's Grading Requirements.

When the building foundation has been completed and backfilled. The final grading of the lot must be carried out, completed and approved by the sub division developer before framing of the ground floor can commence. The town must receive hard copy confirmation from the sub division developer.

To avoid possible flooding resulting in thousands of dollars in damage, it is imperative that the final grading comply with the Town's grading requirements and approved plot plan.

The town will not be responsible or held liable for any damage due to flooding as a result of incorrect grading of property.

It is the owner's responsibility to see that all surface water is directed to the front of the property, and out to the storm drainage system located in the street.

The owner is not permitted to have the property graded in such a way that surface water is directed to any neighbouring properties.

The owner accepts all responsibility and related repair cost resulting from water damage to his/her/their own property and any water damage to neighbouring properties as a result of incorrect and non-approved final grading.

Owner

Date