



GWINNETT COUNTY
Department of Planning & Development
Department of Public Utilities
 One Justice Square
 446 West Crogan Street, Lawrenceville, Georgia 30045
 www.gwinnettcounty.com

Elevation Certification Hold & Release Affidavit Form
“Slab Only” or “Footing Only” Building Permit
 (Revised April 2004)

This affidavit must be completed & submitted in conjunction with the Building Permit application. Please type or print.
One (1) additional completed copy must accompany the Building Permit application.

Building Permit Number (*provided by Building Permits 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. The lowest finished floor of buildings, including basement, must be constructed at an elevation, as noted below, above the 100-year floodplain. Construction shall not proceed past the point of an approved slab or footing inspection (which includes rough slab plumbing) and concrete placement completion until an **as-built elevation certification**, prepared by a Registered Land Surveyor, of the lowest finished floor, including basement, has been submitted to and approved by the Storm Water Management Division of Public Utilities. 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: **“Slab Only”** Building Permit **“Footing Only”** Building Permit

An **as-built elevation certification** 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
- Other _____

The lowest finished floor, including basement, shall be constructed above the 100-year floodplain elevation as follows:

- Three (3) feet above** (residential)
- One (1) foot above** (nonresidential)
- At or above the 100-year **regulated** floodplain elevation

“Slab” or “Footing” Only Building Permit Released By: _____ Date: _____

Released for “Complete” Building Permit By: _____ Date: _____

***** **To Be Completed by Building Permits Staff** *****

“Complete” Building Permit Issued By: _____ Date: _____