



LAND DEVELOPMENT DEPARTMENT  
ENGINEERING DESIGN  
2725 Judge Fran Jamieson Way Bldg. A  
Viera, Florida 32940  
(321) 633-2065 FAX (321) 633-2052

To Whom It May Concern:

**ITEMS NEEDED WHEN APPLYING FOR A FINISHED FLOOR  
ELEVATION WAIVER**

1. A copy of the survey showing the following:
  - a) Approximate location of the proposed structure
  - b) Topographic data (elevations) of the site per N.G.V.D. datum
  - c) Elevation of the center line of the road directly adjacent to the structure
  - d) A legal description of the site
  - e) If the site has or is adjacent to a water body a water elevation will need to be shown
2. A copy of the health department report and or a soil boring analysis.
3. A set of the floor plans if the proposed structure is to have a basement or sunken floor.
4. A letter of intent from the owner of the property.

In the event the builder has inadvertently built a portion of home structure where the lowest floor elevation is less than the required twelve (12) inches above the crown of the road, then the following is **required** in addition to the above.

5. Submit a Florida Registered Engineer's report certifying that the structure would not be subject to adverse impacts of stormwater under the condition of a twenty-five (25) year, twenty-four (24) hour rainfall event.

Note: These items are to be submitted to:

Deborah J. Adkison, Engineer II  
@ the above address