



The following shall be applicable for all previously developed one- and two-family dwellings on residential lots:

**Finished floor elevations:**

- For livable additions or modifications to an existing dwelling unit, where the entire existing finish floor remains intact, the following shall be noted in the body of the permit:  
***Finished floor elevations are grandfathered in to match the existing legally established livable finished floor elevation of the dwelling unit. Current local drainage conditions are unknown.***
- For conversions of non-livable space to livable space in an existing dwelling unit that is not located within a Special Flood Hazard Area (SFHA), the owner or owner's authorized agent may choose to maintain the existing finished floor elevation of the converted space. The following shall be added to the body of the permit:  
***The floor in this space is existing and local drainage conditions are unknown. The owner or owner's authorized agent has chosen to convert the non-livable space to livable space and affirms that the floor elevation is adequate.***
- For structures accessory to a dwelling unit, the establishment of finished floor elevations shall not be required.

**Grading and Drainage Retention Requirements:**

- Any new additions shall be in accordance with the [Grading and Drainage, Residential On-Lot Retention Requirements](#). If there is an existing subdivision grading and drainage plan that establishes parameters for on-lot retention for the entire subdivision, then those parameters shall be followed.

*The following shall be noted in the body of the permit:*

***The permitted structure or structures shall not affect the drainage to neighboring lots.***

**Grading and Drainage Plan Requirements:**

- A Residential Single Lot Grading and Drainage Plan will be required for additions and accessory structures on lots that are located within a SFHA; that contain a natural wash, drainage way, or drainage easement; propose new retaining walls; or a hillside or preservation lot with grading limitations. If there is an existing subdivision grading and drainage plan that establishes parameters for on-lot retention for the entire subdivision, then those parameters shall be followed. *Exception: An approved floodplain clearance document is provided by Street Transportation, Floodplain Management, which states "no floodplain requirements" or "clearance is hereby given."*