



DEVELOPMENT SERVICES

BUILDING • FIRE • PLANNING • PUBLIC WORKS
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Building Height Table and Field Verification

Planning Department

Complete this form to submit at City Hall. Or, use mybuildingpermit.com to submit your application entirely online.

This form shall be completed and submitted with a Building Permit Application for projects that involve new construction, additions, or increases in height to existing roof structures.

BUILDING HEIGHT TABLE

Site Address: _____

Parcel Number: _____

Benchmark Location & Description (be specific):

Benchmark Elevation:	
Finished First Floor or Basement Floor Elevation:	
Difference between Benchmark & Finished First Floor or Basement Floor Elevations:	
Average Building Elevation (ABE):	
Maximum Allowed Height of Structure above ABE:	
Maximum Allowed Elevation of Structure (ABE + Allowed Height of Structure above ABE):	
Maximum Proposed Elevation of Structure (ABE + Proposed Height of Structure):	
Difference between Maximum Proposed Elevation & Maximum Allowed Elevation:	

See [KZC 115.59](#) for how to calculate ABE.

Contact the Planning Department to determine the Allowed Height of Structure above ABE.

See [KZC 5.10.357](#) for definition of Height of Structure.

BUILDING HEIGHT FIELD VERIFICATION AND SURVEY REQUIREMENTS

A building height field verification or survey shall be provided by the owner or owner's agent for all new buildings and additions to existing buildings, following these requirements:

1. At the subfloor inspection or the slab insulation inspection, a completed, signed, and dated height verification form must be submitted to the Building Inspector.
2. At the time of the roof sheathing inspection for structures that will be within one foot of the maximum allowed height, a height survey, by a licensed surveyor, must be submitted to the Building Inspector.
 - > A blank Building Height Field Verification Form is provided on Page 2 of this document.

For Office Use Only: Building height field verification is required (Yes or No?): _____

Height survey by a licensed surveyor required within one foot of maximum height (Yes or No?): _____

Reviewed by: _____ **Date:** _____ **Permit #:** _____

BUILDING HEIGHT FIELD VERIFICATION

Site Address: _____

Permit Number: _____

Finished First Floor Elevation: _____

OR

Finished Basement Floor Elevation: _____

I certify that the elevation above has been field verified and is accurate as of the date below.

I also certify that I am the:

- Owner
- Owner's Agent

Printed Name: _____

Signature: _____

Company Name: _____

Date: _____