



# DEVELOPMENT SERVICES

BUILDING • FIRE • PLANNING • PUBLIC WORKS  
www.mybuildingpermit.com • www.kirklandpermits.net

## Height Survey Requirement and Calculations Form

*Planning & Building Department*

This form shall be completed and submitted with a Building Permit Application for projects that involve new construction and additions to existing buildings that increase building height.

For buildings that will be **within one foot** of the maximum allowed height, height survey information in the form of a letter prepared and signed by a licensed surveyor must be submitted to the Building Inspector that provides:

- The elevation of the slab or first floor subfloor, whichever is lower in elevation. In the case of a slab-on-grade first floor, the elevation survey is required after the pour. In the case of a subfloor, the elevation survey is required prior to passing the subfloor inspection.
- The elevation of the highest point of the roof or any parapet walls prior to passing the roof sheathing inspection.

Site Address: \_\_\_\_\_

Permit Number: \_\_\_\_\_

**BUILDING HEIGHT TABLE – The information below must match the height information provided in the building permit plan set (including building elevation drawing sheets).**

Benchmark Information - The benchmark must be a fixed permanent feature near the site that can be easily identified and visited throughout construction and will not be disturbed during construction. The information below must be the same as shown on the Approved Site Plan.

Benchmark Elevation:	
Benchmark Location & Description:	
Proposed First Floor Subfloor or Slab-on-Grade elevation, whichever is lower:	
Difference between Benchmark & Finished First Floor or Slab-on-Grade elevation, whichever is lower:	
<u>Average Building Elevation</u> (ABE)*:	
Maximum <u>Height of Structure</u> as allowed by Zoning:	
Maximum Allowed Elevation of Structure (ABE + Maximum Height Allowed by Zoning):	
Proposed Elevation of Structure (ABE + Proposed Height of Structure):	
Difference between Proposed Elevation & Maximum Allowed Elevation:	

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

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