



Lot Grading Plan Objective

Effective July 1, 2019, A lot grading plan is required when any grading project is proposed within the Town of Harrisburg, including lot grading that is part of a larger overall development. Individual lot grading that is not consistent with the approved stormwater management and grading plan creates problems for neighboring property owners.

A lot grading plan may also be required when a property owner changes the existing grade of their property, such as to add a swimming pool, retaining wall, outbuilding, or patio. The Town of Harrisburg Engineering Department will review all zoning clearance permit applications to determine if a grading review and inspection are warranted. If you have any questions or concerns over what warrants a grading permit, please contact Chris McIntyre at cmcintyre@harrisburgnc.org.

Chronological Steps

1. Apply for a zoning clearance permit with the Town of Harrisburg Planning and Zoning Department (704-455-0738)
2. If required, TOH Engineering will request a Grading Permit Application, Lot Grading Plan, and all applicable fees from the applicant. Application requirements are detailed below.
3. Once approved, applicant may obtain building permit from Cabarrus County and begin construction.
4. When construction is complete and lot is stabilized, provide certified as-built of lot grading plan to the Town of Harrisburg, per the requirements provided below and the certificate of grading form.
5. Schedule final grading inspection with Chris McIntyre at 704-591-5646 or cmcintyre@harrisburgnc.org
6. Once all review agencies sign off, Receive final certificate of occupancy from Cabarrus County

Lot Grading Permit Application Requirements

At the time of building permit application, The Town of Harrisburg requires a grading permit application along with a fee of \$400 made payable to Town of Harrisburg. Additionally, a lot grading plan prepared by a construction professional/surveyor/engineer must be submitted and include the following:

- Lot address
- Legal property description; lot, block, subdivision name
- All property lines, easements and setback buffer lines from environmentally sensitive areas
- Front, rear, and side yard setback dimensions for all existing and proposed structures
- Lot square footage
- Location of all existing structures on the property, boulevards, streets and right-of-way
- Outside dimensions of proposed structure(s) including decks, porches, retaining walls (include elevations at bottom of footing and top of wall), stoops, stairs, egress window wells, etc.
- Benchmark and benchmark location
- Location of first floor elevation of building(s) on adjacent lots. Label if adjacent lot is vacant
- Existing grade contours
- Proposed grade contours/spot elevations
- Reference applicable Subdivision grading plan
- Indication of direction of surface water drainage by arrows with slope percentage
- Impervious surface calculations for the lot or parcel
- Driveway grade (not to exceed 10%)
- Elevations at the following specific locations:
 - Each lot corner (existing and proposed)



- Grade at top of foundation and garage floor of proposed new structure
- Lowest structural opening (i.e. door sill or bottom of window well) of proposed and existing construction
- Lowest floor of proposed and existing construction
- Wetland/stream delineation, if applicable

Lot Grading As-Built Survey / Certification Requirements

Prior to issuance of final certificate of occupancy, the following items will be required along with a final grading inspection.

1. Submission of an As-Built Certificate of Survey prepared by a licensed Surveyor or Engineer including:
 - As-built elevation at lot corners and building corners
 - As-built elevations of side/rear yard swales and high points
 - As-built garage floor, low floor, and low opening elevations
 - As-built retaining walls (top and bottom of wall elevations at maximum height)
 - Top of curb elevations
 - As-built house location within zoning setbacks shown from property line
 - All property lines, easements and setback buffer lines from wetlands, woodlands, ravines, and other environmentally sensitive areas.
 - As-built foundation type (i.e. walk-out, slab-on-grade, crawl, etc.)
 - As-built driveway location and width
 - As-built contours of an appropriate scale and spot elevations to justify as-built contours
 - Total lot area, total as-built impervious surface and percent impervious calculation
 - Signed legal size hard copy of the survey to scale
 - Any additional items requested by the town
2. Submission of signed "Certificate of Grading" form (provided on next page) by licensed surveyor or engineer.
3. Schedule on-site final grading inspection with Chris McIntyre at 704-591-5646 or cmcintyre@harrisburgnc.org.
4. Coordinate with Cabarrus County for remainder of certificate of occupancy requirements.

Disclaimer

For new construction, sod is the only acceptable vegetation for stabilization. Sod must be present prior to as-built certification.

The Town of Harrisburg takes no responsibility for the final product of the grading plan.