

EXCAVATING/RETAINING WALL PERMIT

See Permit Fee schedule

Approval by the ECC:

The ECC or designated authority shall approve or disapprove all proposed improvements within thirty (30) days after receipt by the Candlewood Lake Office of all necessary documents and fees.

Plans and construction documents submitted for review and found to be incomplete and/or to contain violations of the building code will not be approved. As a result, a request will be issued for the construction documents to be revised and resubmitted. (If information is requested for inadequate plan submission the plans will be reviewed within (30) days after the revised plans or information requested has been received.)

BCH-210 Grading and Drainage - When a lot is graded at a higher or lower level than the natural grade, the owner shall provide suitable slopes or retaining walls or other natural protection on his own property to preserve the natural surface elevation of adjoining property. Grading shall be done so that the existing natural ground drainage of the area is not impeded. Grading shall be done so that the natural amount of existing storm water runs off to adjoining property is not increased or is not concentrated to spill off the property at new locations. No garage apron, runway, or entrance area below ground level, nor any area subject to receiving storm drainage, shall be permitted unless it has gravity drainage to the street or natural drainage course.

BCH-210.1 Excavating - Any excavation, not covered by other permits, which alters the profile of the natural soil of an area greater than 300 square feet, shall require a permit approved by ECC.

RCO-404.4 Retaining walls.

Retaining walls that are not laterally supported at the top and that retain in excess of 48 inches (1219 mm) of unbalanced fill or retaining walls exceeding 24 inches (610 mm) in height that resist lateral loads in addition to soil, shall be designed in accordance with accepted engineering practice to ensure stability against overturning, sliding, excessive foundation pressure and water uplift. Retaining walls shall be designed for a safety factor of 1.5 against lateral sliding and overturning. This section shall not apply to foundation walls supporting buildings.

This permit must adhere to the following standards:

- a. The permit application shall show the full profile of the intended excavation in plan and topographical information regarding how far area will be raised or lowered. (Attach full plan profile to this permit.)
- b. The applicant shall explain the purpose of the work and how the surface drainage, if altered, will be restored to ensure the displaced water will properly flow through the altered watercourse.
- c. Property owners should notify all utility companies **BEFORE** any excavation is undertaken in area of underground utilities.

Ohio Utilities Protection Service 1-800-362-2764

Consolidated Electric Co-Op 1-419-947-3055 Not covered by OUPS

Candlewood Lake Water / Sewer - 1-419-210-7653 Not covered by OUPS

- d. Approval or denial of this application will be made by the ECC after consultation and evaluation by the Candlewood Lake staff.
- e. All excess soil and material must be removed within 30 days of completed project.
- f. If **approved**, request inspections by email to: cwlinpector@candlewoodlake.us.
- g. All inspections must be requested by email. Only inspection request received before 4pm will be performed the next business day.

Excavation Reason: _____

Excavation Method: _____
(i.e. manual digging; back-hoe; trenching, etc)

By signing below, you realize that you and your contractor must adhere to the rules listed above and all rules set forth in the Candlewood, ECC Building Codes and Permit Handbook.

Property Owner Name (print)

Property Owner Signature

Unit and Lot

Date Submitted

Phone Number

Email

Amount Paid: _____

Received By: _____

Date: _____

Items required by ECC:

Survey (showing project location)

Drawing to scale

Complete work plan

Approved By:

ECC Members Signatures _____ Date: _____

_____ Date: _____

Inspector's Signature _____ Date: _____

Copy given to member: _____ Date _____ Member initials _____
Office Associate initial _____

Office notified of start date: _____ Received by: _____