



**Nassau County Building/Code  
Enforcement Department**  
96161 Nassau Place  
Yulee, Florida 32097

Bulletin G-05-17

**MEMORANDUM**

Date: July 18, 2017  
TO: All Permit Applicants  
FROM: Michael Griffin, CBO, CFM, Building Official *MG*  
SUBJECT: Form Board Finish Floor Elevations

This is to indicate that for One and Two Family Dwellings the attached Form Board Elevation Certificate must be received prior to approval of the slab inspection starting July 31, 2017. As indicated in Nassau County Code *Section 10.8 Finished floor elevations and lot grading plans* "The minimum floor elevations shall be as specified in the engineering plans and the maximum floor elevation shall not exceed six (6) inches more than specified in the engineering plans. The utilization of stem wall construction may be approved via a lot specific grading plan submitted with the building application and reviewed by the County Engineering Department."

According to Florida law, the Form Board Elevation Certificate may not be signed by the job chief or superintendent. Please use the attached form. In order to save time, faxed copies from the surveyor to the builder will be acceptable.

MG/

CC: All Inspectors and Plans Examiners  
Terry Cotter  
Public Works



# Form Board Elevation Certificate

Date: \_\_\_\_\_

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

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

Required Finish Floor Elevation as on Nassau County approved  
site plan: \_\_\_\_\_

Actual Elevation of Form Board or

Grade Stake: \_\_\_\_\_

Survey Company Name: \_\_\_\_\_

Signature of Surveyor: \_\_\_\_\_