



Charlotte County Government

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Grade & Fill Permit Requirements Checklist (Created 3/2008 / Updated 9/2025)

Grade & Fill Permit requirements are listed as follows:

- 1. Submit a Site Plan of the project with topographical information, adjacent building finished floor elevation, as well as existing and proposed elevation for drainage.**
- 2. Indicate on the application form or plan the approximate amount of fill proposed (in cubic yards).**
- 3. Submit a signed and notarized letter from the property owner where fill will be placed authorizing the proposed fill placement.**
- 4. Submit an Erosion Control Plan prior to commencement of work.**
- 5. Indicate on the application form or plan the proposed start date and time frame of the project.**
- 6. Temporary pipe installation may be required (note: construction driveway specifications may apply in some situations).**
- 7. Restoration of the site must be performed at project completion; an as-built survey is required in order to close out the permit.**

COMMUNITY DEVELOPMENT DEPARTMENT

Building Construction Division

Permits | Inspections | Plans Review | Building Code Enforcement

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