



RETAINING WALL

Below you will find a summary of code requirements for retaining wall construction based upon the 2012 International Residential Code.

WHERE CAN MY RETAINING WALL BE LOCATED?

- Retaining wall cannot be constructed in an easement.
- Retaining wall must be constructed within the side building lines.
- Retaining wall cannot obstruct the natural or designed drainage
- Retaining or Landscape Walls less than four feet (4') in height must maintain a minimum ten-foot (10') setback as measured from the outermost structure limits to the rear property line.

SPECIFIC REQUIREMENTS TO BE NOTED IN YOUR DRAWING

- Plans for a retaining wall shall include all measurements of the proposed retaining wall showing all accessory structures and equipment and setbacks.
- A retaining wall shall not hinder the natural flow of drainage.
- A compacted gravel base is required.
- A grade of less than 5% slope at the base and at the top of the wall.
- Drainage aggregate backfill shall be pea gravel or #6 or #8 washed stone.
- Any electrical plans are to be submitted at this time, such as low voltage lighting, GFI accessory outlet, future extension of electrical circuits, etc.
- Backfilling of wall to be compacted in 12-inch lifts.

WHAT MATERIALS ARE REQUIRED?

- Modular Block.
- Gravel base is required, minimum double block width, on CA-6, compacted.
- 4" slotted PVC drain pipe, wrapped.
- Geosynthetic soil reinforcement grid for 4ft. and higher retaining walls.
- Landscape block adhesive.
- Mechanical bond.
- Cap block (optional).
- Aggregate backfill.

WHAT INFORMATION DO I NEED TO SUBMIT FOR A PERMIT?

- Completed Permit Application.

- Proposal from Contractor; if applicable.
- Three Scalable Certified Copies of the Plat of Survey, **in its entirety**, showing all existing structures, accessories and flat work, with the proposed location of the retaining wall.
- Three Copies of a Plan showing all required measurements of the retaining wall with all installation details noted.
- Homeowner's Association Approval Letter or sign Disclosure (attached) whichever is applicable.

WHAT HAPPENS NEXT?

We will contact you by phone or e-mail within 5 – 10 business days to inform you when your permit is ready to be picked up. Work cannot be started until the permit is paid for and picked up. The permit must be picked up in person. We accept cash, checks or credit cards.

HOW MUCH WILL MY PERMIT COST?

Permit fees are determined by the cost of construction (2%), or a minimum of \$50.00, plus a \$12.00 filing fee which includes plan review fee, and all inspections.

INSPECTION SCHEDULE

1. Base - Before installing modular blocks.
2. Completion.

Inspections are schedule by calling the building department by 2pm the day before the inspection is needed. Provide permit number and address when calling.

IF THE INSPECTOR NEEDS TO RETURN FOR THE SAME INSPECTION, A \$150.00 RE-INSPECTION FEE IS REQUIRED TO BE PAID BEFORE A RE-INSPECTION CAN BE SCHEDULED.