

## City of Independence

### Retaining Walls

#### REQUIREMENTS FOR BUILDING PERMIT APPLICATION:

- Building permits are required for retaining walls that are greater than 4 feet in height measured from the bottom of the footing to the top of the wall. (Retaining walls over 4 feet in height require engineered design, or to be designed by a licensed engineer).
- Completed building permit application form with signature.
- Submit two copies of a certificate survey, drawn to scale indicating the lot dimensions, the location and ground coverage area of existing structures, and the location and area of the proposed structure. Indicate the setbacks from property lines. (A survey may be on file at City Hall).
- Submit two copies of plans showing the proposed design and materials. Plans shall be drawn to scale and shall include the following information: A plan view indicating the type of materials to be used (treated timbers, keystones, etc.) and the method of installation; and a cross section and an elevation drawing of the wall.
- Depending on height an Engineer may be required.

#### LOCATION OF RETAINING WALLS

- For specific zoning requirements please call City Hall at 763-479-0527.

#### DRAINAGE EASEMENTS

- Drainage easements should not be altered. Prior to construction of any wall or alteration of grade, an easement search on the property shall be completed, and utilities shall be located.

#### REQUIRED INSPECTION

- Final inspection is required. (The best time for the inspection is during the halfway point of the retaining wall construction).

*The State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a license unless they qualify for a specific exemption from the licensing requirements. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Commerce to the City before a permit can be issued. To determine whether a contractor is required to be licensed or to check on the licensing status of an individual contractor, please call the MN Department of Commerce at 651-296-2594 or toll free 1-800-657-3602.*

*For questions or inspections, call the Building Official at 763-479-0531 between 8:00 a.m. and 4:30 p.m. Monday through Thursday, 8:00-Noon on Friday.*