



HIGHLAND CITY

Building Department

5400 West Civic Center Drive ~ Suite 1

Highland, UT 84003

Phone 801-772-4516

PLAN SUBMITTAL REQUIREMENTS FOR RETAINING WALLS

- Application form
- Fee: A non-refundable plan review fee of \$45.00 due at submittal.
- Plans prepared by an architect or engineer must be stamped and signed by the architect and/or engineer.
- A site plan showing all existing structures and the retaining wall location(s) on the property and the setback distances between structures and from the property lines.
- If the retaining wall is located on the property line provide a letter from the neighboring property owner(s) allowing the footing to extend into their property and allowing for excavation on the property.
- Structural plans drawn to scale.
- Structural details.
- Structural calculations.
- A drainage plan which provides for containment of run-off water on site or discharged to a City approved location.
- Detailed elevation drawings showing the height of all walls measured from the bottom of footing or base layer of stone to the top of wall.
- Detailed elevation drawings showing the height of wall from grade to grade. If walls are stacked, show the off-set distance between walls.
- Any applicable electrical drawings.
- An estimated permit value. Permit valuations shall include total value of work, including materials and labor for which the permit is being issued.
- Architectural Committee Release letter.

* Drawings that do not have all the above information may not be allowed to be submitted for plan review. *