

## Retaining Wall/Steep Slope Permit Supplement

### Regulations:

1. The attached Applications must be completed and submitted for all new, repaired or modified Residential retaining walls or steep slopes exceeding 3:1. All retaining walls or steep slopes over 4 feet in height must be designed and certified by an Engineer.
2. Commercial retaining walls will be included in signed and stamped drawings submitted with Building permit plans and all details and dimensions and height requirements apply as stated below. A retaining wall permit must be completed and submitted with request for a building permit. If a commercial retaining wall is to be added or repaired, then a permit application must be requested and all information provided.
3. Retaining walls must be located on private property.
4. No Retaining wall over 30 inches in height can be located within the clear view zone of street intersections. (See Example 1)
5. Retaining walls cannot restrict access to utilities, impede the normal flow of storm water, cross an open channel, or be located over an access easement. Retaining walls are to be built no closer than 5 feet from any side or back property line. Retaining walls are not to be placed within utility easements. Exceptions can only be approved by the Street Department or Benton Utilities if near a street right of way or utility easement.
6. If walls are terraced or tiered, the distance between walls should be the same as the height of the tallest of the retaining walls. (See Example 2)
7. When construction of the wall is complete, the applicant must contact Community Development to obtain a final inspection and receive a certificate of compliance.
8. Replacement or repair of a retaining wall requires a permit and drawing to show extent of work and locations on property. No fee will be required.

### Engineer Certification Required:

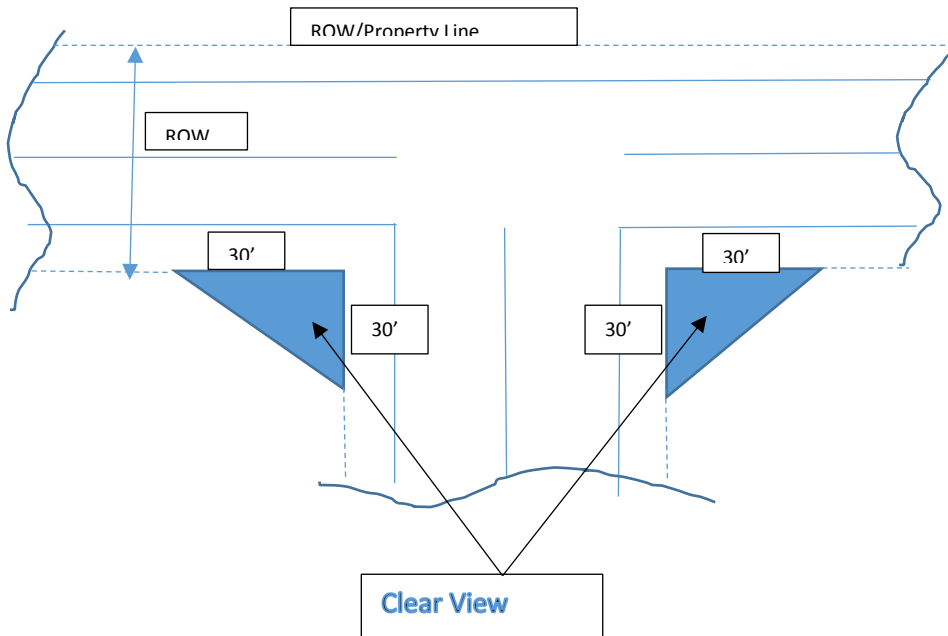
1. Any retaining wall over 4 feet in height
2. Setback rule: Any retaining wall over 4 feet in height where 1.5 times the height of the wall is either greater than or equal to the building setback of an adjacent lot or if such distance encroaches on any structure. (Height of wall) X (1.5)  $\geq$  Adjacent Setback or a structure.  
(See Example 3)
3. Any retaining wall over 4 feet in height located adjacent to a utility easement or public right of way.

### Plot Plan or Site Plan and detail Requirements:

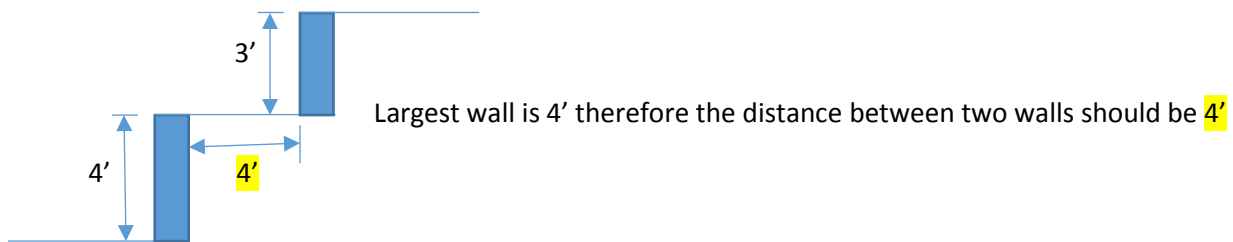
A Plot Plan or Site Plan must be submitted with the Application and include the following (Commercial developments shall provide these items within their construction plans):

- Location of all existing structures, property lines, and setbacks
- Location of all utilities and utility easements
- Location of all drainage ways and drainage easements
- Existing Contours or spot elevations
- Location of any existing retaining walls and elevation change above and below currently on the property or is present on adjacent property
- Construction details and cross sections of new wall section(s) and its footing or that of a steep slope section and clearly identify the elevation change above and below and where the wall(s) is/are to begin and end on the property.
- Provide all dimensions between retaining wall(s) and structures and distance from property lines and easements or right of ways.
- If applicable, provide Engineer's seal and signature

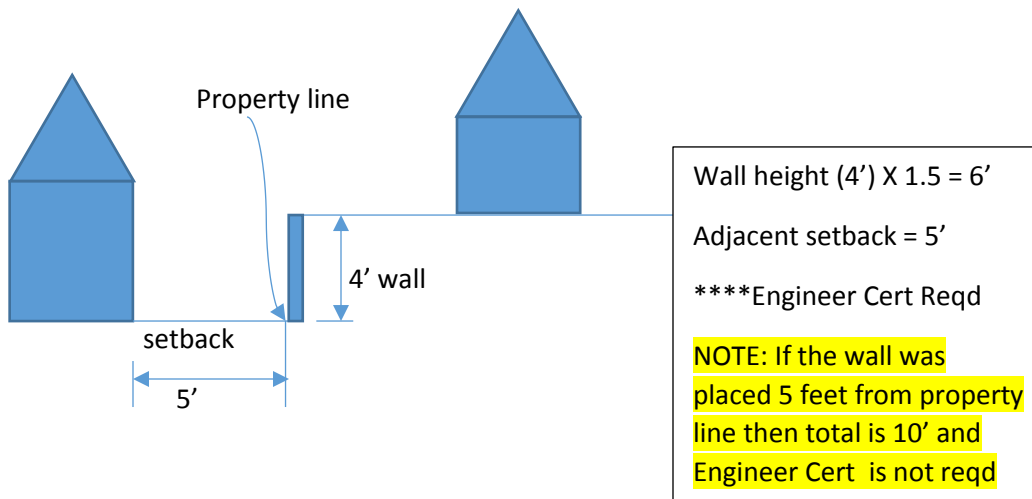
EXAMPLE 1: Clear View Zone



EXAMPLE 2: Terraced or tiered retaining walls



EXAMPLE 3: Engineer Certificate Required re: Setback rule



City of Benton Retaining Wall/ Steep Slope Permit

Address of Property: \_\_\_\_\_

Owner: Name \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Is this a Residential or Commercial property? \_\_\_\_\_

If residential and part of a subdivision, does your plan meet Bill of Assurance or POA requirements? -

\_\_\_\_\_

Do you, the owner, plan to install or complete the work yourself? \_\_\_\_\_

Installer/ Company Name: \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

a. Mark if this application involves: (mark all that apply)  
new wall \_\_\_\_\_ repair of an existing wall \_\_\_\_\_ modify an existing wall \_\_\_\_\_ included w/building permit? \_\_\_\_\_

b. How many retaining walls are proposed? \_\_\_\_\_

c. Will any Wall section be over 4 feet in height? \_\_\_\_\_.

If yes and more than one wall is involved, then number each section on the plot plan and reflect here the section number(s) only that will exceed 4 feet: \_\_\_\_\_

d. Will retaining wall(s) be installed in or near any of the following? Check all that apply

\_\_\_\_\_ Utility Easement \_\_\_\_\_ Drainage Easement \_\_\_\_\_ Access Easement

\_\_\_\_\_ Clear View Zone \_\_\_\_\_ Back lot line \_\_\_\_\_ Side lot line \_\_\_\_\_ Flood Plain

\_\_\_\_\_ Front of Lot and Primary Residence / Structure

e. Plot Plan provides all required information & is Attached: \_\_\_\_\_

f. Engineer's Certificate Attached: \_\_\_\_\_

Owner: I certify under penalty of perjury that the foregoing statements and answers herein made all data, information, and evidence submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that a submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions on approval.

Name: \_\_\_\_\_

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