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## Retaining Wall Permit Information Guide

### Current Adopted Codes

2018 International Building Code (with regional amendments)

2018 International Residential Code (with regional amendments)

### Permit Application:

**Upload construction documents #1-3 digitally into MyGov or email to [permits@roysecity.com](mailto:permits@roysecity.com):**

**Residential- Use Project Template: Retaining wall (R)**

**Commercial- Use Project Template: Retaining wall (C)**

1. A complete Building Permit Application.
2. A site plan/plot plan indicating the proposed location of the fence with respect to the property lines, swimming pools, easements, and dwellings.
3. A construction plan containing the following information:
  - o Wall Design w/Foundation Detail
  - o Drainage Plan
4. Inspections can be requested via MyGov, by email at [permits@roysecity.com](mailto:permits@roysecity.com) or by calling 972-524-4710.
5. Permit fee- Residential \$75.00, Commercial: \$7.00 per every \$1,000.00 of value, \$100.00 minimum.
6. Inspections No work may begin until the permit has been issued.
7. Retaining walls exceeding 48 inches in height must be engineer designed.
8. Inspection requests must be received by 4pm for next business day inspection

Typical inspections include as needed:

- Footing/Piers
- Retaining Wall Final

