



City of Acworth
Development Department

4415 Center Street
Acworth, Georgia 30101
Office: (770) 974-2032

building@acworth.org
www.acworth.org

RESIDENTIAL RETAINING WALL PERMIT APPLICATION

This permit application is for a retaining wall located on one individual parcel of land. If the wall crosses a property line, a separate permit will be required for the work on any additional parcel(s).

All contractors are required to have a business license from a Georgia municipality!

Expiration of Permits: All permits expire 6 months after the last required inspection that has been passed, or 6 months after the date of issue if no required inspections have been approved.

Location/Street Address: _____

Subdivision / Complex: _____ Lot / Apt. #: _____

Owner Name: _____ Phone: _____

Address: _____ Mobile: _____

City: _____ State: _____ Zip: _____ Email: _____

Contractor: _____ Phone: _____

Address: _____ Mobile: _____

City: _____ State: _____ Zip: _____ Email: _____

TOTAL VALUATION OF CONSTRUCTION \$ _____ TOTAL SQUARE FOOTAGE _____

NOTE: The "CONSTRUCTION VALUATION" is the Turn Key cost of the entire job, including architectural and design fees, all site work necessary for the building, materials, labor, overhead and profit for all trades.

BASE FEE: _____ \$ 80.00

PLANS REVIEW FEE: _____ \$ 100.00

PERMIT COST: \$6.00 per \$1,000 (or any portion thereof) OF TURN-KEY VALUATION OF CONSTRUCTION): \$ _____

TOTAL COST: _____ \$ _____

Job Description: _____

Re-inspection Fees: \$75.00 each Occurrence

Work Commencing Without a Permit: Where any work for which a permit is required is started without such a permit having been issued, the applicable fees shall be doubled.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.

SEE REQUIREMENTS FOR RETAINING WALLS (ATTACHED)

CONTRACTOR OR AUTHORIZED AGENT - PRINT NAME

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT

DATE

Requirements for Retaining Walls

(1) **Permitting**

Retaining walls which do not exceed 4 feet in vertical height, as measured from the low side exposed toe of the wall to the top of the wall at any point, shall not require permitting provided that the slope of the backfill materials does not exceed 1 in 3 (1 foot rise for every 3 feet of run). In addition, such walls must not support soils, which in turn will support any portion of any structure (except for detached utility structures of 120 square feet or less).

Retaining walls, which exceed 4 feet in height at any point along the wall, shall require permitting.

All retaining walls, regardless of height, which support soils that are in turn supporting any portion of a structure, other than detached utility structures of 120 square feet or less, shall require building permits.

All walls designed for water retention as part of a stormwater management plan, shall be under the jurisdiction of the Acworth Public Works Department.

(2) **Design**

All retaining walls supporting soils that are in turn supporting any portion of a structure, other than detached utility structures of 120 square feet or less, shall require a stamped, sealed design by a Georgia Registered Structural Engineer.

All walls supporting backfill materials sloping in excess of 1 in 3 (1 foot rise for every 3 feet of run), shall require a stamped, sealed design by a Georgia Registered Structural Engineer.

Other walls may be constructed in accordance with the Building Department's approved standard details, kept on file, or they shall require a stamped, sealed design by a Georgia Registered Structural Engineer.

(3) **Materials**

No wood materials may be used in retaining walls with the exception that pressure preservative treated wood (suitable for continual ground contact use), may be used in walls 4 feet or less in height; provided that they do not support soils that are in turn supporting any portion of a structure (other than detached utility structures of 120 square feet or less) nor support backfill materials sloping in excess of 1 in 3 (1 foot rise for every 3 feet of run).

(4) **Locations**

Regardless of their height, retaining walls must always be located away from other retaining walls a distance of 1.5 times their maximum height (as measured from the low side exposed toe of the wall to the top of the wall at any point). Otherwise they shall require a stamped, sealed design by a Georgia Registered Structural Engineer, taking into account the loading imposed by such adjacent walls, as well as the ability to repair or replacement any portion of such walls in the future.

All retaining walls and their required components (including "dead men", geo-textile materials, drain piping, etc.) shall be located entirely on a single parcel of land and shall not cross over any property lines. Exception: Retaining walls located to the rear of buildings or residences may cross over property lines provided that such a crossing is roughly perpendicular to the property line which it crosses. In such cases, separate permits will be required for each parcel of land on which the wall is to be constructed. Such walls do not need to be broken at the property line, but may be continuous. Such walls shall never support soils that are in turn supporting any portion of a structure, other than detached utility structures of 120 square feet or less.

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No retaining walls shall cross creeks, drainage easements, or other water courses without the approval of the Acworth Public Works Department.

All walls designed for water retention, as part of a stormwater management plan, shall be under the jurisdiction of the Acworth Public Works Department.

(5) Inspections

Inspection of permitted retaining walls shall occur before any concrete, backfill material, drainage material, etc. is placed in such a way as to conceal any other required components of the wall (such as “dead men”, geo-textile fabric, drain piping, etc.). This will necessitate at least several inspections, in progressive stages, as the construction of the wall proceeds. At the discretion of the Building Department, a qualified third party may perform such inspections provided that a letter, signed and sealed by a Georgia Registered Structural Engineer and certifying compliance with all applicable codes and designs, is submitted to the Department after the completion of the wall.

(6) Permit Fees

Permit fees shall be calculated the same as for buildings within their appropriate class of construction, either residential or commercial.

STIPULATIONS / COMMENTS

SIGNATURE _____ **DATE** _____

FOR OFFICE USE ONLY

BASE APPLICATION ACCEPTED BY: _____

PLANS CHECKED BY: _____

STORMWATER & EROSION CONTROL APPROVED BY: _____

ZONING APPROVAL: _____ **TAX PARCEL NUMBER:** _____

APPROVED FOR ISSUANCE BY: _____

Live Load: _____ **Construction Type:** _____ **Occupancy Type:** _____