



DEVELOPMENT SERVICES DEPARTMENT

Building Safety Division



REQUIREMENT / PROCEDURE

09-RP-003

Subject: Retaining Walls

Effective Date: Previously in effect

Revised Date: 3/25/2009

A Retaining wall over (4) four feet in height measured from the bottom of the footing to the top of the wall, or if supporting a surcharge or impounding Class I, II, or III-A liquid requires plan submittal, building permit issuance, and inspection. Retaining wall over (1) one foot in height measured from grade to top of the wall require building permit issuance and inspection, but no plan submittal.

PERMITS

Permits may be obtained by completing an application and submitting (2) two sets of required plans to the Community Development Department located at 195 N. 145th Ave., Building D, Goodyear, Arizona 85338, (623) 932-3004. The application shall be completed in full and shall be legible. Plans shall include all applicable information, as listed below, and shall be legible. **Incomplete and illegible applications and plans will not be accepted for review.**

PLAN SUBMITTAL REQUIREMENTS

- Engineered plans and calculations that are sealed, signed, and dated by an Engineer licensed in Arizona.
- Completed original Soils Report Review Verification form or provide a soils report.
- Completed original Special Inspection Certificate if structural masonry or concrete design requires special inspection per IBC Chapter 17.
- Site plan referencing the location and length of the retaining wall.
- Other supporting information as may be deemed necessary.

INSPECTIONS

An inspection may be requested by calling (623) 932-3494 by 3:00 PM the business day prior to inspection. Please be prepared to give the inspection code and permit number; for example, inspection code 72, permit number 05-1100. Inspections requested the previous business day must be ready for inspection the next business day by 7:00 A.M. The city approved plan and permit shall be available at the job site. **Failure to have these plans available to the Inspector or failure to have the requested inspection ready will result in a \$100 reinspection fee being assessed, unless our department is contacted at (623) 932-3004 prior to the Inspector arriving at the jobsite.**

FOOTINGS

Footings shall be in conformance with the approved plans - location, depth, and width. No foreign matter shall be present in the excavation.

Reinforcing steel shall be in conformance with the approved plans - proper size, grade, lap, and spacing. Reinforcement steel shall be free from mud, oil, or other nonmetallic coatings and shall be isolated from the earth a minimum of 3" with concrete blocks, plastic rebar caps, or galvanized chairs.

MASONRY GROUT

Reinforcing steel shall be in conformance with the approved plans - proper size, grade, lap and,nd spacing. Cleanouts shall be provided for all grout pours over (5) five feet in height.

Note: The above inspections will be required for retaining walls over (1) one foot from grade to top of wall p
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