

**Please include this form with the Permit Application submittal.**

The following items are required for submittal of a Retaining Wall permit:

- Completed residential or commercial permit application.
- Notarized owner's affidavit designating contractor as agent.
- Contractor Record of Acknowledgment form.
- One (1) set of retaining wall plans, signed and sealed.
  - Drawings shall indicate, "Designed in accordance with the FL Bldg Code, 8<sup>th</sup> edition".
  - Site plan location and length of the retaining wall(s).
  - Drawings: Sections, details and height from foundation to top of wall.
  - Provide linear feet of each wall and the total number of wall(s).
- Provide the approved Environmental Permit number: TEM\_\_\_\_\_
- Signed and Sealed geotechnical soil analysis. (Soil Report)
  - If the wall is within 8' (eight feet) of the building, the soil test within the footprint of the building is acceptable. Provide approved building permit number: TBB\_\_\_\_\_
  - Walls 15' (fifteen feet) or longer require a minimum of 2 (two) soil borings.