



RETAINING WALL PERMITS

For a retaining wall, apply for a building permit [online](#). Each wall must be permitted separately. Structural plan review for retaining walls may take 10 business days.

MINIMUM REQUIREMENTS

Wall applications must include the following:

- **Review fee** (\$400)
- **Wall plan** sealed by a structural engineer
- **Wall calculations** (loads)
- **Site plan** showing wall location. (Clearly label all walls)
- **Fall Protection** (Walls over 30" require a fall guard- IBC section 1015.2)

PERMIT ISSUANCE

No building permit for a retaining wall will be issued until:

- A wall contractor has been selected
- Wall plans have been approved by the city engineer, and
- Permit fees have been paid

COMPLETION

When construction of the wall is complete, a certificate of completion will be issued by the City Building official upon receipt of **3rd party inspections reports** for:

- ✓ Subgrade Compaction
- ✓ Footings
- ✓ Tie-backs

Please note: The City of Suwanee will not inspect your retaining wall. 3rd party inspection reports must be provided by qualified inspectors i.e. (geotechnical engineer, civil, or mechanical engineer)

If you have any questions regarding permit submittal, fees, or inspection reports please contact the city Planning and Inspections Department. 770-945-8996