

## PERMIT APPLICATION

When applying for a permit, certain information is required to complete the permit application:

- Description of the work
- Location of the project
- Legal owners name, address and phone number
- Valuation of the proposed work (contract price)
- Two copies of plot plan, details & engineering calculations wet signed by a California Registered Civil or Structural Engineer (or applicable ICC Evaluation Report).

The owner or licensed contractor are the only persons who can sign the building permit application. Contractors are required to show proof of workman's compensation insurance at time of permit issuance. Upon approval of the application and issuance of the permit, the permit holder has 180 days to commence work on the project.

## INSPECTIONS

The following inspections are made only if a permit is issued for the retaining wall:

- **Footing:** To be made after footings are trenched, steel reinforcement is in place, and prior to concrete pour.
- **Wall Reinforcement:** To be made after steel reinforcement and forms are in place and prior to grouting of masonry or pouring of concrete walls.
- **Drainage:** To be made after backfill drains and waterproofing has been installed (when applicable) and prior to backfilling.
- **Final:** to be made after completion of the retaining wall (including backfilling) and after the installation of any fencing or guardrails.

**Note:** Some of the inspections noted may be combined or additional inspections may be required depending on the type and complexity of the retaining wall. Verify with the building inspector at the first inspection (i.e. footing inspection).

## WHEN TO CALL FOR AN INSPECTION

An inspection request recorder is available on a 24-hour basis by calling (916) 355-7210. Requests received before 3:30 p.m. will be scheduled for the following business day. All calls received after 3:30 p.m. will be scheduled for two business days later.

The approved plans and the inspection card that is issued must be on the job site and available to the inspector at the time of inspection.

## QUESTIONS?

For further details, please refer to the *Retaining Walls: When a Building Permit is Required* document that can be found on our website or at the Community Development Counter. You are also welcome to contact the Community Development Department if you have any further questions.

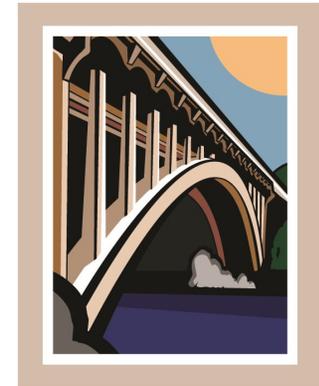
### City of Folsom

The Community Development Department is located on the second floor of City Hall, 50 Natoma Street.

Building Permit Division  
Inspection Requests  
(916) 355-7210

Building Information  
(916) 351-3555

Planning and Zoning  
(916) 355-7214



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE

# RETAINING WALLS

A GUIDE FOR OWNERS  
AND BUILDERS

*Community Development Department*

*Building Division*

*Building & Safety*

*50 Natoma Street  
Folsom, California 95630*

**Tel: (916) 351-3555**

## DEFINITIONS

### **RETAINING WALL:**

A retaining wall is a structure designed to resist earth and fluid pressures, including any surcharge loads, in accordance with accepted engineering practice. This definition also applies to freestanding pool walls.

### **EXPOSED WALL HEIGHT:**

The exposed wall height is the vertical distance measured from the finish grade at the toe of the wall to the finish grade at the top of the wall.

### **RETAINED HEIGHT:**

Retained height is the vertical distance measured from the bottom of the foundation to the finish grade at the top of the wall.

### **SURCHARGE:**

A surcharge is a lateral force in addition to lateral earth pressure due to: retained soil slope greater than five horizontal to one vertical (5:1), structural footings adjacent to the retaining wall and supported by the retained soil, adjacent vehicle or pedestrian loads supported by the retained soil, or lateral wind loads from an attached or adjacent solid fence.

### **TREATED WOOD:**

Treated wood is treated with an approved preservative under treating and quality control procedures.

## PERMIT EXCEPTION

A building permit is NOT required for:

Cantilever or segmental gravity retaining walls with an *exposed wall height* of three feet or less, where the soil at the toe of the wall is not sloped, the retained soil does not support a surcharge load, the wall does not support a solid fence.

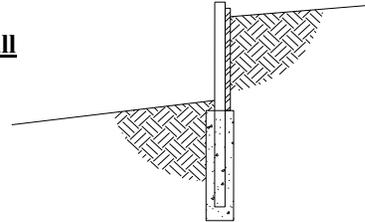
Wood retaining walls (with or without a fence) with an *exposed wall height* of two feet or less, where the retained soil does not support a surcharge (i.e. level backfill only). All wood retaining walls shall be constructed as detailed in the latest edition of the *City of Folsom Standard Construction Specifications*.

The retaining wall is constructed on suitable soil usually consisting of a rocky, granular, and/or silty materials.

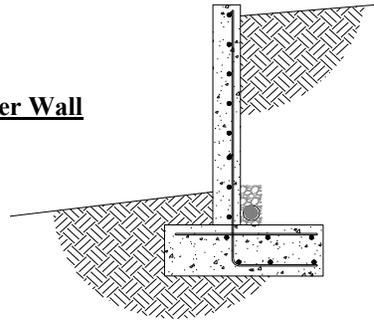
All other retaining wall conditions such as taller walls, tiered walls, walls with a sloping back slope or toe, or walls with a surcharge will generally require a building permit. Any retaining wall proposed to be constructed on unsuitable soils such as organic or mine tailing materials, will be required to be designed by an engineer.

## RETAINING WALL TYPES

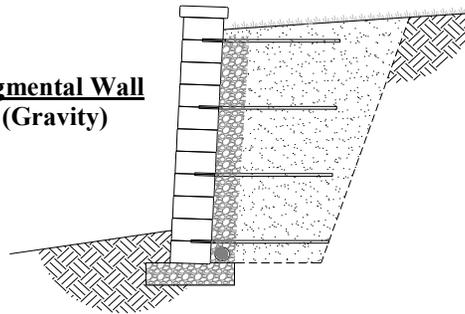
### **Wood Wall**



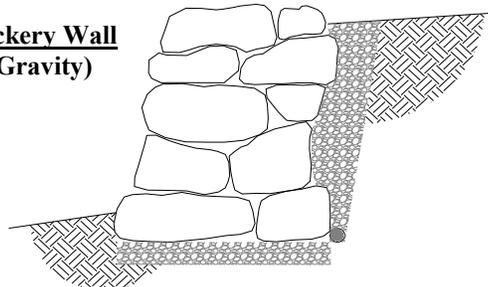
### **Cantilever Wall**



### **Segmental Wall (Gravity)**



### **Rockery Wall (Gravity)**



## REQUIREMENTS

### **DESIGN:**

Cantilever walls retaining drained soil with level backfill shall be designed to the requirements of 2007 CBC *Section 1806.1* including any recommendations from an applicable Soils Report. Design calculations are to be wet stamped and signed by a California registered Civil or Structural Engineer (or provide ICC Evaluation Report for applicable segmental gravity walls.)

## REQUIRED DRAWINGS

### **PLOT PLAN:**

The plan shall be drawn to scale and include typical cross-sections of the wall. The cross-sections shall include all construction details, dimensions, surrounding structures, property lines, easements, fences, and drainage features. The plan shall also include top and bottom of wall elevations at the beginning and end of the wall and at all changes in wall height or no more than every 25 feet. The plan shall also include grades, elevations, and dimensions to all existing structures, drainage swales, etc. within any existing adjoining properties.

### **DETAILS AND CROSS SECTIONS:**

Details and cross sections shall consist of scaled construction drawings of the retaining wall at the most critical locations. Details shall be wet stamped and signed by a California registered civil or structural engineer. For segmental gravity retaining walls, the details shall clearly identify the block manufacturer, block type, drainage requirements, reinforcement grid specifications, and maximum wall height.

### **STRUCTURAL CALCULATIONS:**

Calculations shall be wet stamped and signed by a California Registered Civil or Structural Engineer (or standardized engineering calculations and ICC Evaluation Report for applicable segmental gravity retaining walls).

**Some retaining walls may require the preparation of a grading plan and the issuance of a grading permit.**

The grading plan, if required, shall be prepared by a California Registered Civil Engineer. If a grading plan and grading permit are required, they will be approved concurrently with the approval of the building permit for the retaining wall. The grading plans shall include building permit numbers for all retaining walls that require a building permit.