



5400 West Civic Center Drive - Suite 1
Highland, UT 84003
Phone 772-4515 Fax 756-6903
Community Development Department

RETAINING WALL PERMIT APPLICATION

STAFF USE ONLY

Application Date: ___/___/___ Subdivision/Lot #: _____
Valuation (Cost of Project): _____ Amount Owed (Calculated with Building Permit): _____
Amount Paid: \$ _____ Received By: _____ Receipt #: _____ Cash / Card / Check
Open Space or Trail: Yes / No Plat Map Verified: Yes / No Aerial Map Verified: Yes / No
Approved / Denied By: _____ Staff Comments: _____

INFORMATION

Property Owner Name: _____ Agent Name: _____
Affiliation (if different than owner): _____
Property Address: _____
Phone #: _____ Fax #: _____ Phone #: _____ Fax #: _____
Email: _____ Email: _____
Property Owner's Signature: _____

SUBMITTAL:

Submit one (1) drawing that includes/shows the following (to be completed on a separate page):

- 1. All property lines, streets, existing fences and driveways; and
- 2. Any Open Space or Trails adjacent to the property; and
- 3. Location, height and material(s) of the wall.

****If the retaining wall exceeds 4 feet in height, a building permit is required (Building Permit Application is attached).**

RESTRICTIONS: Please note the following restrictions:

- 1. A retaining wall within the front setback shall be a minimum of ten (10) feet from the front property line and shall not exceed four (4) feet in height. The maximum height of retaining wall in any other location is six (6) feet.
- 2. Retaining walls shall not be placed any closer to another retaining wall than at a ratio of one foot horizontal to one foot vertical height of the wall.
- 3. Under no condition shall a fence and retaining wall exceed eight (8) feet in height on the same vertical plane. If a privacy fence that is on top of a retaining wall would exceed eight (8) feet, it shall be set back at least four (4) feet from the back side of the retaining wall. Open style fences are permitted to be on the same plane as a retaining wall.
- 4. Retaining walls shall not be permitted within public utility easements without city approval, and no approval will be granted where a storm drain, culinary water line, pressurized irrigation line, or sewer line is installed.
- 5. Retaining walls require a building permit if it exceeds four (4) in height. The submittal for the building permit must include:
 - a. a stamped engineered plan from the licensed engineer,
 - b. a drainage plan which provides for containment of run-off water on site or discharged to a City approved location,
 - c. plans for a conduit as required by the City Engineer if the retaining wall is to be constructed within the public utility easement where utilities do not exist. The property owner shall be financially responsible for the removal or reconstruction of a retaining wall in a public utility easement if the easement is needed per Utah Law (UCA 54-3-27).



BUILDING PERMIT

APPLICATION DATE

- | | | | |
|--------------------------------------|-----------------------------------|-------------------------------------|--|
| <input type="checkbox"/> RESIDENTIAL | <input type="checkbox"/> ADDITION | <input type="checkbox"/> ELECTRICAL | <input type="checkbox"/> BASEMENT FINISH |
| <input type="checkbox"/> COMMERCIAL | <input type="checkbox"/> GARAGE | <input type="checkbox"/> T.I. | <input type="checkbox"/> OTHER (SPECIFY) |
| <input type="checkbox"/> SIGN | <input type="checkbox"/> REMODEL | | |

PERMIT NUMBER

HIG

FOR DEPARTMENT USE ONLY

OWNER _____ UTAH COUNTY PARCEL SERIAL NUMBER _____

OWNER MAILING ADDRESS, CITY, STATE, ZIP _____ PHONE NUMBER _____

JOB SITE ADDRESS

LOT NUMBER & SUBDIVISION

CONTRACTOR _____ CONTRACTOR LICENSE NUMBER _____

MAILING ADDRESS, CITY, STATE, ZIP

PHONE NUMBER _____ EMAIL ADDRESS _____

ARCHITECT _____ NO. STORIES _____ BEDROOMS _____ BATHS _____

PHONE NUMBER _____ EMAIL _____ OCC. TYPE _____ FIREPLACE _____ PLUMB FIX. _____

ENGINEER _____ BLDG SIZE _____ LOT SIZE _____ NO. OF UNITS _____

PHONE NUMBER _____ EMAIL _____ GARAGE _____ ATTACHED _____ PARKING _____

EXISTING USE OF PARCEL

INTENDED USE OF PARCEL

- | | |
|--|--|
| <input type="checkbox"/> VACANT | <input type="checkbox"/> COMMERCIAL |
| <input type="checkbox"/> AGRICULTURE | <input type="checkbox"/> INDUSTRIAL |
| <input type="checkbox"/> SINGLE FAMILY | <input type="checkbox"/> OTHER (SPECIFY) |
| <input type="checkbox"/> DUPLEX | |
| <input type="checkbox"/> MULTI-FAMILY | |

- | | |
|--|--|
| <input type="checkbox"/> RESIDENTIAL | <input type="checkbox"/> CONDO |
| <input type="checkbox"/> AGRICULTURE | <input type="checkbox"/> COMMERCIAL |
| <input type="checkbox"/> SINGLE FAMILY | <input type="checkbox"/> INDUSTRIAL |
| <input type="checkbox"/> DUPLEX | <input type="checkbox"/> OTHER (SPECIFY) |
| <input type="checkbox"/> MULTI-FAMILY | |

I AGREE TO COMPLY WITH ALL CITY, COUNTY, AND STATE BUILDING LAWS AND ORDINANCES, AND THAT THE REPRESENTATIONS IN THIS APPLICATION FOR A BUILDING PERMIT ARE TRUE AND ACCURATE, AND ANY MISREPRESENTATION OR ERRORS HEREIN ARE THE SOLE RESPONSIBILITY OF THE APPLICANT, AND SHALL IN NO WAY INCUR OR ACCRUE LIABILITY OR OBLIGATION TO ENFORCING OFFICERS OR AGENTS.

THIS PERMIT BECOMES NULL AND VOID IF WORK ON CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED OCCUPANCY OF STRUCTURE IS PROHIBITED UNTIL AFTER FINAL INSPECTION AND ZONING AND OCCUPANCY CERTIFICATE IS ISSUED. I HAVE CHECKED THE SEWER DEPTH OF ABOVE LOT AND WILL TAKE ALL RESPONSIBILITY FOR SETTING BUILDING ACCORDINGLY.

OWNER'S SIGNATURE: _____ DATE: _____

CONTRACTOR'S SIGNATURE: _____ DATE: _____

COMMENTS AND NOTES:

PURCHASERS OF THESE LOTS ARE TO BE AWARE THEY ARE RESPONSIBLE TO DETERMINE SOIL & SUBSURFACE CONDITIONS AS THEY AFFECT BUILDING ON THEIR INDIVIDUAL LOTS, AND THE SAME ARE SOLELY RESPONSIBLE TO PROVIDE ADEQUATE MEASURES TO REMEDY ANY CONDITIONS WHICH ARE DISCOVERED SUCH AS GROUNDWATER AND UNACCEPTABLE SOILS FOR PROPER STRUCTURAL STABILITY.

DATE ISSUED	
SIGNATURE	
ZONE	

BUILDING		
PERMIT 1%		
STATE TAX PLAN		
CHECK TOTAL		
DEPOSIT		
TOTAL PERMIT FEE		
SEWER		
TSSD		
P.I.		
PARKS		
ROAD		
BOND		
PSD		
CULINARY		
METER		
STORM SEWER		

PERMIT TOTAL

PROJECT VALUE

FLOOR	VALUATION	SQ.FT.
MAIN		
2ND		
3RD		
BASEMENT		
FINISHED BASEMENT		
GARAGE		
DECK/PORCH		
POOL		
OTHER		

MINIMUM PROPERTY SETBACK DISTANCES:

FRONT SETBACK

REAR SETBACK

SIDE STREET SETBACK

SIDE SETBACK

SIDE SETBACK

DATE PREPARED

HIGHLAND CITY
 5400 W. Civic Center Dr.
 Highland, UT. 84003
 801-772-4516