

# Retaining Walls

The purpose of this bulletin is to advise the property owner, contractor and designer of the building permit requirements for the construction of retaining walls.

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*"This information is provided for convenience only and is not in substitution of applicable City Bylaws or Provincial or Federal Codes or laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws."*

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Effective on **2020 July 20** construction of the following retaining walls in all districts will require a building permit:

- individual retaining wall over 1.2 m (3.94 ft) in height
- terraced retaining walls, any of which is greater than 1.2 m (3.94 ft) in height
- terraced retaining walls at a ratio steeper than 1:1
- retaining walls that, in the opinion of the building inspector affect the safety and protection of persons, the property or adjacent properties

Building Permit Application Requirements:

- [Building Permit Application form](#) and application fee
- [Agent authorization form](#)
- [Schedule F](#)
- 2 copies of [topographical plans](#) showing the location of the retaining wall
- 2 sets of structural drawings signed and sealed by a registered professional engineer
- A copy of the Letter of Assurance, Schedule B (Structural)

A plumbing permit will be required for drain tile associated with a retaining wall and it is mandatory to connect the drain tile to the City's storm sewer system.

Deposition of soil and removal of soil are regulated under the [Soil Deposit Bylaw 1971 - No. 5974](#) and the [Soil Removal Regulation Bylaw 1961 - No. 4251](#) respectively. For permitting requirements under these bylaws please contact the City's Engineering Department at (604) 294-7460.

Preliminary Plan Approval (PPA) will be required for all districts except for single and two family dwellings.

A foundation formwork inspection prior to placing concrete or location inspection of the retaining wall by the building inspector is required to confirm the location of the base of the wall and a final inspection is required when the work is complete. For more information, please refer to our brochure on "[Permits and Inspections for Single and Two Family Dwelling](#)".

For more information on the zoning bylaw, building bylaw and permit application pertaining to retaining walls please refer to our brochure on "[Fence and Retaining Walls](#)".

If you have any further questions please contact the Building Department at (604) 294-7130.