



Retaining Wall Permit Application Checklist

Development Services - **Building Division**

Revision: 1.0

I.D. Number: 054.0

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Required Permit Applications:

[Building Permit Application](#)

Permit Review Stops:

Structural

Zoning

Minimum Plan Submittal

Signed Contract between Contractor and Owner

Two (2) copies of Survey/Site Plan showing the location and/or scope of work.

Two (2) sets of Structural Plans, signed and sealed by a Florida licensed Architect/Engineer.

[Special Building Inspector Form](#) (if on pilings, if applicable)

Other Requirements & Information

[Contractor Registration Requirements](#) (if Contractor not registered with City)

[Owner/Builder Affidavit Packet](#) (if Owner/Builder)

[Notice of Commencement](#) (if job value over \$2,500, required before 1st inspection)

Please note that this checklist is not intended to be all-inclusive.
Due to changes in codes, regulations, and ordinances, other requirements may apply.