

RETAINING WALL PERMIT APPLICATION

OVERVIEW

[Section 3-5-1-2](#) of the City's Land Use and Development Code (LUDC) governs and controls the design and construction of retaining walls. A Retaining Wall Permit issued by the City Engineer is required prior to construction of any retaining wall 30 inches in height or greater.

Retaining walls must be an appropriate engineering solution to a site safety or natural resource issue. Sufficient evidence to show the necessity of a retaining wall must be provided. Retaining walls are not allowed where their only purpose is to create flat yard area on a sloped lot. [Section 3-5-1-2](#) of the LUDC provides detailed information about the dimensional and design standards for retaining walls, but a short summary is provided below.

Design Summary

- Retaining walls shall not be more than eight feet tall. Where taller retaining walls are needed, a series of terraces or benches shall be used. Terraces and/or benches shall be at least five feet wide.
- Retaining walls shall be finished with native rock or an appropriate masonry finish which mimics natural rock or traditional materials found in the immediate context.
- Retaining walls shall not materially diminish the mobility of wildlife.
- Retaining walls shall be designed and stamped by a Colorado Registered Professional Engineer, specializing in Structural Engineering, when it is six feet or greater at its highest point or when a wall is four feet in height or greater and its height exceeds its distance from right-of-way or a common property line.

REQUIRED SUBMITTAL MATERIALS

Your application cannot be processed without the following information:

1. A completed, signed application.
2. \$50 application fee.
3. A site plan showing existing and proposed site contours as well as the length and locations of all proposed retaining walls.
4. Retaining wall elevations or pictures showing the design, materials, and colors of all proposed retaining walls.
5. A narrative describing why the proposed retaining wall is necessary.
6. When required, stamped engineered plans for the structure.

CONTACT INFORMATION

APPLICANT'S NAME: _____

MAILING ADDRESS: _____

PHONE: _____

E-MAIL: _____

NAME OF CONTRACTOR, if applicable: _____

PROJECT ADDRESS: _____

PROPERTY OWNER: _____ **PROPERTY ZONING:** _____

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PROPOSED RETAINING WALL INFORMATION

IS THERE A RETAINING WALL CURRENTLY ON THE PROPERTY? YES NO

IF SO, WILL THE EXISTING WALL BE REMOVED OR REMAIN? _____

WHAT IS THE LINEAR LENGTH OF THE PROPOSED NEW RETAINING WALL? _____

HOW TALL IS THE PROPOSED NEW RETAINING WALL AT ITS HIGHEST POINT? _____

PROVIDE A DESCRIPTION OF THE MATERIALS THAT WILL BE USED TO CONSTRUCT & FINISH THE PROPOSED WALL.

DOES THE DESIGN OF THE WALL MEET THE STANDARDS LISTED ON THE FRONT OF THIS APPLICATION?

YES

NO

PROVIDE ANY ADDITIONAL RELEVANT INFORMATION BELOW.

ACKNOWLEDGMENT AND AUTHORIZATION

The undersigned authorizes the Community Development Department to proceed with processing this application under the requirements of the City of Durango Land Use and Development Code (LUDC). The undersigned acknowledges that no work should be initiated for the wall described above prior to the issuance of a City permit.

Applicant: _____ Date: _____

DEPARTMENT USE ONLY

Application/Fee Received By: _____ Date: _____ Permit #: _____

Project Location: _____

Is additional review required? Yes No If yes, what? _____

Is a building permit required? Yes No

Are any modifications required? Yes No

If yes, what? _____

I hereby authorize the issuance of a permit for the proposed retaining wall, subject to any modifications listed above. This authorization is good for a period of 60 days.

Authorizing Staff Member

Date