



BUILDING DEPARTMENT
(847) 395-1000
FAX: (847) 395-1920
Hours: 8:00 am – 4:30 pm

RETAINING WALL

An On-Site Inspection is needed before permit approval. Mark out the location of the retaining wall, contact J.U.L.I.E. at 800-892-0123 and then contact the building department at the number listed above to set up an on-site inspection

Below you will find a summary of code requirements for retaining wall construction within the Village of Antioch, based upon the 2003 International Building Code (Section 1806). **THIS IS ONLY A SUMMARY.** You may find it helpful to become more familiar with the Building Code, as you are designing and constructing your retaining wall. Please feel free to call the Plans Examiner at (847) 395-1000 if you have any questions.

WHERE CAN MY RETAINING WALL BE LOCATED?

- Retaining wall cannot be constructed in an easement.
- Retaining wall must be constructed within the side building lines.
- Retaining wall cannot obstruct the natural or designed drainage
- Retaining or Landscape Walls less than four feet (4') in height must maintain a minimum ten foot (10') setback as measured from the outermost structure limits to the rear property line.

SPECIFIC REQUIREMENTS TO BE NOTED IN YOUR DRAWING

- Plans for a retaining wall shall include all measurements of the proposed retaining wall showing all accessory structures and equipment, and set backs.
- A retaining wall shall not hinder the natural flow of drainage.
- A compacted gravel base is required.
- Any retaining wall greater than 4 ft. in height shall provide a final wall design prepared using accepted engineering standards and practices.
- A geosynthetic soil reinforcement grid with a 16 inch V-notch located 3 ft. from the back of the wall in 2 ft. heights.
- A grade of less than 5 % slope at the base and at the top of the wall
- Drainage aggregate backfill shall be pea gravel or #6 or #8 washed stone.
- Retaining walls shall be designed for a safety factor of 1.5 against lateral siding and overturning.
- Any electrical plans are to be submitted at this time, such as low voltage lighting, GFI accessory outlet, future extension of electrical circuits, etc.
- Backfilling of wall to be compacted in 12 inch lifts.

WHAT MATERIALS ARE REQUIRED?

- Modular Block.
- Gravel base is required, minimum double block width, on CA-6, compacted.
- 4" slotted PVC drain pipe, wrapped.
- Geosynthetic soil reinforcement grid for 4ft. and higher retaining walls.
- Landscape block adhesive.
- Mechanical bond.
- Cap block (optional).
- Aggregate backfill.

RECOMMENDATION FOR WALLS OVER 4 FT. IN HEIGHT

Any wall over 4 feet should be terraced. Walls should be terraced until the required amount of slope has been taken up. Slopes between walls should not exceed one foot of rise for each four feet of run. The area between each wall should be landscaped. Each wall should be separated by not less than 36 inches when the area between walls is landscaped with shrubs and groundcover. Turf should not be planted in areas between walls that are separated by less than 48 inches. Retaining walls should not be constructed from wood, plain concrete, or painted masonry units.

WHAT INFORMATION DO I NEED TO SUBMIT FOR A PERMIT?

- Completed Permit Application.
- Proposal from Contractor; if applicable.
- Three Scalable Certified Copies of the Plat of Survey, **in its entirety**, showing all existing structures, accessories and flat work, with the proposed location of the retaining wall.
- Three Copies of a Plan showing all required measurements of the retaining wall with all installation details noted.
- Homeowner's Association Approval Letter or sign Disclosure (attached) whichever is applicable.

WHAT HAPPENS NEXT?

We will contact you by phone or fax within 5 – 10 business days to inform you when your permit is ready to be picked up. Work cannot be started until the permit is paid for and picked up. The permit must be picked up in person. We accept cash or checks. If there are additional items needed before permit issuance we will try to contact you as soon as possible.

HOW MUCH WILL MY PERMIT COST?

Permit fees are determined by the cost of construction (2%), or a minimum of \$50.00, which includes plan review fees, and all inspections. Per Village Ordinance 09-11-32 50% of the fee shall be collected at the time of permit submission (application).

Per Village Ordinance 09-08-23 an electronic filing fee will be assessed. If electronic documents are not provided by the applicant, each application for a site development or building permit fee shall be accompanied by a 10 dollar flat fee plus, 8 dollars for each 24" by 36" full sized plan sheet and 1 dollar per 11" by 17" or smaller sheet.

INSPECTION SCHEDULE

1. On-site inspection required as a condition of permit issuance. Retaining wall location is to be clearly marked with J.U.L.I.E. locates in place.
2. Base - Before installing modular blocks.
3. A Geosynthetic Soil Reinforcement Grid Inspection; if applicable.
4. Completion.

INSPECTIONS ARE SCHEDULED MONDAY THROUGH FRIDAY BY CONTACTING THE BUILDING DEPARTMENT AT (847) 395-1000 BEFORE 2:00 P.M. THE PREVIOUS DAY BEFORE THE INSPECTION IS NEEDED. THIS IS A MINIMUM, DEPENDING ON THE WORKLOAD; IT MAY NOT ALWAYS BE POSSIBLE TO SCHEDULE AN INSPECTION FOR THE FOLLOWING DAY.

PROVIDE PERMIT NUMBER AND ADDRESS WHEN CALLING IN FOR INSPECTIONS.

IF THE INSPECTOR NEEDS TO RETURN FOR THE SAME INSPECTION, A \$150.00 RE-INSPECTION FEE IS REQUIRED TO BE PAID BEFORE A RE-INSPECTION CAN BE SCHEDULED.

NO RE-INSPECTION ON THE SAME PHASE OF CONSTRUCTION SHALL BE DONE IN THE SAME 24-HOUR PERIOD.

THIS IS TO SERVE AS WRITTEN DOCUMENTATION THAT I WILL COMPLY WITH ANY/ALL REVIEW COMMENTS RECEIVED FROM THE INSPECTORS OF THE VILLAGE OF ANTIOCH AS THEY PERTAIN TO THE ISSUANCE OF PERMIT NUMBER _____.

Further, this is to serve as written notice that NO ADDITIONAL OPTIONS will be incorporated into Construction Permit "after-the-fact". Should any additional options/revisions be required/desired after this permit has been issued and construction has begun, the work on said options/revisions will NOT begin until such time that the Permits Coordinator or the Chief Building Inspector has been contacted and informed of any/all revisions/options. This will allow for appropriate revisions to be added to the plan submitted and for file to be maintained appropriately, allowing for proper authorization of same. It will also allow for proper fee structure to be applied and for all necessary paperwork to be completed and reviewed by our Inspectors prior to the additional options/revisions being incorporated into this particular permit application.

This permit (once issued) will cover only the work specified on the plan submitted. I understand that a signed/notarized Contractor's Statement may be required at the time that the construction is ready for a Final Inspection.

If any changes occur with regards to the sub-contractors reflected on the permit, notice will be given to the Village (in writing) so that all appropriate insurance and bonding requirements will be met PRIOR to that portion of the work beginning.

I am aware of the review comments made by the Inspectors and will adhere to their findings. All concerns regarding this application for permit have been addressed. Signing of this is an acknowledgment of that fact and also the understanding that I will also comply with/adhere to any/all comments, concerns, adjustments or determinations of the Village Inspectors which may result at the site, once work is in progress.

The property-in-question may be subject to Covenants, Conditions, and Restrictions (CCR's), which are private restrictions subject to enforcement by a Homeowners' Association. In issuing any construction permit, the Village of Antioch makes no representation that the approved plans comply with the provisions of the CCR's.

NOTE: Building Plans are to be kept on site as per Building Code

THE APPLICANT ACKNOWLEDGES TO HAVE READ THE ABOVE, AND AGREES TO SAME.

Signature

Date

DISCLOSURE REGARDING PRIVATE COVENANTS

The undersigned owner of property (listed below) in the Village of Antioch hereby acknowledge that the Village of Antioch has advised them that there may be private covenants, restrictions and conditions of record (the "private covenants") which do not allow the undersigned to execute the type of work requested, even though doing so may be allowed under the Village's ordinances upon issuance of a building permit. The Village does not enforce private covenants. However, under most private covenants a homeowner's association or any owner or owners in a subdivision have the power to enforce the covenants, including making you remove the improvements and paying for their attorney's fees if they are successful in any litigation to enforce the private covenants. If you are not sure whether the private covenants allow you to make proposed improvements, you should review the private covenants before installing them and entering into a contract to have the improvements installed by a contractor or yourself.

Owner

Owner

Address

____ - ____ - ____ - ____
Pin Number