



# RETAINING WALL CONSTRUCTION PERMIT APPLICATION 2026

**Today's Date:** \_\_\_\_\_  
(Permit valid for 3 months after this date)

**Project Start Date:** \_\_\_\_\_

**End Date:** \_\_\_\_\_

**Property Owners Name:** \_\_\_\_\_

**Property Address:** \_\_\_\_\_

**Property Owners Phone Number:** \_\_\_\_\_

**Property Owners Email:** \_\_\_\_\_

**Contractors Name (If Applicable):** \_\_\_\_\_

**Contractors Phone Number:** \_\_\_\_\_

**Contractors Email:** \_\_\_\_\_

**WALL:**

New: \_\_\_\_\_

Replace Existing: \_\_\_\_\_

Repair Existing: \_\_\_\_\_

(IF NEW - answer questions on page 2 along with **submission of drawing** of proposed driveway)

All work shall comply with City Ordinances and Specifications. State Specifications Regarding Retaining Wall Installation is Division 9071 of the Statewide Urban Design and Specifications (SUDAS) Manual. Contact the City Engineering Department at: [engineeringdivision@sioux-city.org](mailto:engineeringdivision@sioux-city.org) or at 712-279-6324 with any questions. **Call 811 before you dig.**

By signing below, the Applicant and Property Owners acknowledge the requirements.

\_\_\_\_\_  
Applicant Signature Date

\_\_\_\_\_  
Project Approved Date

**RETAINING WALL CONSTRUCTION PERMIT APPLICATION  
For New Retaining Walls**

**SECTION 2 – RETAINING WALL DETAILS**

- **WALL LENGTH (FT):** \_\_\_\_\_
- **WILL THE WALL SUPPORT A SURCHARGE?**  YES  NO  
(DRIVEWAY, STRUCTURE, FOUNDATION, SLOPE, FENCE, ETC.)
- **IS THIS WALL WITHIN A DRAINAGE EASEMENT OR AFFECTING HISTORIC STORMWATER FLOW/CONVEYANCE?**  
 YES  NO. IF YES, THEN DESCRIBE AND ILLUSTRATE ON PLANS.
- **DISTANCE FROM PROPERTY LINE OR ROW:** \_\_\_\_\_ FT
- **DISTANCE FROM NEAREST STRUCTURE:** \_\_\_\_\_ FT

**HOW TALL? (IF VARIABLE HEIGHT, MEASUREMENT IS TAKEN AT THE TALLEST PART OF THE PROPOSED WALL – BOTTOM OF FOOTING TO TOP OF WALL)**

**CATEGORY A: 4'–6' TALL WALL (MEASURED FROM BOTTOM OF FOOTING TO TOP OF WALL).**

- AN ENGINEERED WALL SYSTEM IS REQUIRED (KEystone, VERSA-LOK, MONSTER BLOCK, ETC.).
- ENGINEERED DRAWINGS AND STRUCTURAL CALCULATIONS ARE NOT REQUIRED, BUT THE WALL SYSTEM MUST FOLLOW MANUFACTURER SPECIFICATIONS.
- **DRAINAGE BEHIND WALL:**  GRAVEL/DRAIN TILE  NONE  OTHER: \_\_\_\_\_
- **SUBMIT THE FOLLOWING:**
  - **WALL SYSTEM NAME & TYPE:** \_\_\_\_\_
  - **MANUFACTURER INSTALLATION GUIDE** (CUT SHEET FROM ENGINEERED SYSTEM)
  - **SITE PLAN** OR AERIAL SHOWING LOCATION AND HEIGHT OF WALL, PROPERTY LINES, ROW, DRAINAGE ARROWS OF PRE-CONSTRUCTION AND POST-CONSTRUCTION.

**CATEGORY B: OVER 6' TALL WALL**

- **SUBMIT THE FOLLOWING:**
  - **SITE PLAN** SHOWING PROPERTY LINES, STRUCTURES, WALL LOCATION, AND SETBACKS,
  - **ENGINEERED DRAWINGS** STAMPED BY A LICENSED IOWA P.E.
  - **DRAINAGE/GRADING PLAN** (IF APPLICABLE)
  - **EROSION CONTROL MEASURES** (IF APPLICABLE)
  - **WALL SYSTEM NAME (IF APPLICABLE):** \_\_\_\_\_

**WALL MATERIAL:**  CONCRETE BLOCK  POURED CONCRETE  TIMBER  STONE  OTHER: \_\_\_\_\_