



Retaining Wall Requirements

All walls greater than 18 inches in height from average, undisturbed grade shall be set back from any property line a minimum of four feet or a distance equal to the height of the wall above average grade, whichever is greater. (For example: a 4 foot high retaining wall requires a minimum setback of 4 feet; a 5 foot high retaining wall requires a minimum setback of 5 feet, etc.) Walls that are 18 inches or higher, at any point above average grade, shall obtain a permit prior to construction. All walls, as defined in §68-3, shall receive a determination of the necessity of site plan review from the divisions of Building and Engineering prior to construction.

All walls 18 inches in height or less from average, undisturbed grade, as defined in §68-3, do not require a setback or permit unless directed by the Town Engineer after a preliminary site assessment. All walls, as defined in §68-3, shall receive a determination of the necessity of site plan review from the divisions of Building and Engineering prior to construction.

The following are required:

1. Application – completely filled out, signed, and notarized
2. Three (3) sets of construction plans
3. Three (3) copies of surveys
4. Fee