SHIRE OF IRWIN
DONGARA-PORT DENISON
A BRILLIANT BLEND

CHECKLIST

RETAINING WALL INFORMATION

Retaining Wall

A retaining wall is a wall or structure designed and constructed to support soil at a slope steeper than can naturally be supported.

While retaining walls are primarily designed to support soil, they may also be placed under a stress from other factors such as buildings, footings, driveways, swimming pools, vehicle loads and/or wind loads on dividing fences.

Some retaining walls are designed to support soil only and not other contributing stress factors, these walls are termed “non-surcharged”. It is very important to ensure the wall you intend to construct is designed to support any surcharge that may be placed upon it.

A fence should not be used to retain soil unless it is designed to do so.

A dividing fence can be positioned on the higher side of a retaining wall which abuts a common boundary. Retaining walls abutting a common boundary shall be constructed entirely within one property. They are not permitted to straddle the boundary.

Responsibility for Construction

The land owner who alters the natural lie of the land is responsible to retain soil where necessary by providing a suitable retaining wall or durable embankment to ensure the natural ground level and any existing surcharge load at the boundary is maintained.

When both adjoining land owners have undertaken earthworks and alter the ground levels, they would be jointly responsible and may need to proportionately share the cost for the construction of a retaining wall.

Approval:

A building permit is required where a proposed retaining wall is

- 500mm or greater in height and/ or
- addition to an existing retaining wall and/or
- in the case of tiered walls, the walls exceed 500mm in total height.

Please note:

- Development approval is required for retaining walls over 500mm (from natural ground level) and should be obtained prior to submitting a building permit application.

Fees:

Please see the fee schedule - *All fees are payable at the time of lodging the application*

Checklist:

1. Forms, Supporting Documents & Fees Payable

- ☐ **BA2 form** - Application for Building Permit Uncertified or
  BA1 form - Application for Building Permit Certified
- ☐ **Certificate of Design Compliance** (for certified application only)
- ☐ **Owner builder** certificate from the Building Commission if estimated value of building work is over $20,000

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☐ **BA20 or BA20A Form** Consent from adjoining owner where proposed works may encroach or adversely affect neighbouring properties and adjoining land

☐ **Water Corporation approval** for serviced lots is the responsibility of the builder and is to be obtained prior to commencement of works https://www.watercorporation.com.au/moving-buying-and-building

☐ **Development Approval** - Provide proof of development approval e.g. Planning Approval, Planning Assessment, Pro-Forma Statement on Planning, or completion of relevant planning assessment sheet.

2. Plans

General note: Two (2) complete sets of plans, details and specifications must be submitted with your application. All plans and details must be legible, drawn to scale and include the Lot address and owner details.

☐ **Site Plan (minimum scale 1:200)**

- Clearly indicate all property boundaries, boundary dimensions and existing buildings
- Clearly indicate the distance from the existing buildings and property boundaries to the proposed building
- Existing ground level and proposed finished floor and ground levels relative to nominated datum point or AHD (where applicable)
- Heights of wall along entire length – reference the datum point using Top of Wall (TOW) and Bottom of Wall (BOW)
- Location of any vehicle driveway, crossover or accessway located within 3m of the wall.
- North point

☐ **Elevations (minimum scale 1:200)**

- All sides of structure with description/heading of each elevation (i.e. north, south, east, west) including all dimensions and natural ground levels.

3. Wall Details

☐ **Engineer Certification**

- The City requires that retaining wall greater than or equal to 500mm in height are designed and certified by a structural engineer. Signed original copy of documentations to be submitted.

☐ **Construction Details**

- Footing size / material
- Construction material size and arrangement
- Minimum and maximum height requirements
- Type of structure over (e.g. fence, shed, building) if any.

Notwithstanding the above, it is at the discretion of the Building Surveyor assessing the plans as to whether more details will be required to be submitted in order to achieve the performance requirements relating to the relevant parts of the National Construction Code and the Western Australia Building Act 2011.