



Retaining Walls

Permit application

- Submit a completed building permit application to the City of Mendota Heights, available at the City's website www.mendota-heights.com or the City Hall, along with a site plan or survey and two sets of plans. The site plan or survey must show the distance from the new retaining wall(s) to the property line(s) and any buildings, structures, fences, swimming pools, etc.

Work exempt from permit

- Retaining walls that are not over four feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II, or III-A liquids, do not require a building permit (1300.0120 Subp.4 A4).
Exception: All retaining walls proposed to be constructed in the critical area or wetlands districts must comply with zoning requirements before construction (Call Tim Benetti, Mendota Heights Community Development Director, at 651-255-1142, for more information).

Permit fees

- The applicant for a permit shall provide an estimated permit valuation at time of application. This should include total cost of all construction work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and permanent systems (1300.0160 Subp. 3).
- Building permit fees are based on the submitted valuation (1300.0160 Subp. 4).

Engineering required

- Retaining walls that are not laterally supported at the top and that retain in excess of 24 inches of unbalanced fill shall be designed to ensure stability against overturning, sliding, excessive foundation pressure and water uplift. Retaining walls shall be designed for a safety factor of 1.5 against lateral sliding and overturning (R404.4).

Inspection required

- A minimum of an inspection during construction with design features exposed and a final inspection after construction and final grading is completed.

Call the City of Mendota Heights' Department of Building Safety at 651-452-1850 if you have questions, to request a permit or to schedule an inspection (8:00-4:30 M-F).