

City of Madison Building Department  
100 Hughes Rd Madison, AL 35758  
Phone: 256-772-5644  
Fax: 256-772-5601  
[www.madisonal.gov](http://www.madisonal.gov)



**RETAINING WALL PERMIT APPLICATION**  
ePermitting: [www.buildportal.madisonal.gov](http://www.buildportal.madisonal.gov)

\*Incomplete applications may not be processed.

Valuation of Work: \$ \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*All freestanding or cantilevered retaining walls constructed of any material and retaining more than four feet of earth above the footing at any point shall require a building permit. The permit fee shall be \$25.00. The above described walls shall be designed and the drawings sealed by an architect or engineer registered in the state, and the drawings submitted to the City prior to permit issuance. Within ten days after completion, the owner of the retaining wall shall file a statement sealed by a registered engineer that the designer has inspected the retaining wall and that it conforms to all design specifications. This provision shall apply to all retaining walls that are constructed or reconstructed, or which undergo substantial alteration or repair on or after January 1, 2004. Substantial alteration or repair shall be defined as any alteration or repair that costs in excess of 50% of the original construction cost of the wall. \*\*\*

**LOCATION OF WORK / CONSTRUCTION**

Construction Address: \_\_\_\_\_ Lot#: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Current Owner Address: \_\_\_\_\_

**CONTRACTOR INFORMATION**  Owner/Builder

City of Madison License #: \_\_\_\_\_ Email: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_

Homebuilders License #: \_\_\_\_\_ General Contractor's License#: \_\_\_\_\_

**ARCHITECT / ENGINEER (listed on plans)**

Name/Company: \_\_\_\_\_ Phone: \_\_\_\_\_

**DESCRIPTION / SCOPE OF WORK (please choose)**

Concrete  Keystone  Other: \_\_\_\_\_

**ZONING:** Commercial \_\_\_\_\_ Residential \_\_\_\_\_ Other \_\_\_\_\_

**CONTRACTOR STATEMENT**

I certify and acknowledge that I have fully read this application, that all information provided herein is true and correct, and that all work for which this permit may be issued will be performed and completed as described above and that it shall conform to all City code sections and ordinances; all applicable state and federal laws; and the plans and specifications herewith submitted. By signing this application, I am further certifying that I will meet all requirements incumbent upon me as a contractor licensed under the laws of the State of Alabama, to include any exemptions as provided by law, and that I am authorized by the owner of the subject property to execute this document as his or her agent. I also further attest that I have located by actual excavation the municipal sewer infrastructure that will serve the building for which this permit is issued and that I have verified that the floor elevation of the building and the elevation of the servicing sewer are located so as to provide proper slope for connection to the municipal sanitary sewer system. I also hereby agree to protect all public improvements and public utilities adjacent to or serving the property on which the proposed structure or structures described above are located, whether or not the said improvements or utilities are the property of the City of Madison. I further agree to make or cause to have made, satisfactory to the City of Madison, all repairs to public improvements or utilities damaged as a result of actions, misuse, or lack of care on the part of any of my employees, agents, subcontractors, or suppliers of materials of said public improvements or utilities.

Finally, I acknowledge that approval and issuance of any building permit by the City of Madison, including the one applied for hereby, does not speak in any way to the compliance of this project with any private covenants, conditions, rules, or requirements which may run with or be applicable to the subject property. I understand and accept that the City's issuance of a building permit shall not in any way be deemed to be an active or passive grant of permission for the owner or any other person, contractor, subcontractor or company, including me as applicant, to violate or otherwise circumvent the requirements of any applicable covenants or rules established by private associations or entities. I fully acknowledge that determining the existence and/or applicability of any private covenants of any kind to the subject property IS NOT the responsibility of the City of Madison or its agents or employees.

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

Chief Building Official: \_\_\_\_\_ Date: \_\_\_\_\_  Not Approved

Engineering / Floodplain: \_\_\_\_\_ Date: \_\_\_\_\_  Not Approved

Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  Not Approved