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CITY OF WEST PARK  
**RETAINING WALL PERMIT CHECKLIST**

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**Required Permit Applications:**

- [Building Permit](#)

**Permit Review Stops:**

- Building
- Zoning
- Flood
- Electrical (if installed)
- Plumbing (if drainage is required by Engineering)

**Minimum Plan Submittal**

- Two (2) sets of Site Plans (indicating proposed work)(i.e. wall location)
- Two (2) Surveys (signed and sealed originals)
- Two (2) sets of structural plans signed and sealed by a Florida Licensed Architect/Engineer.
- Completed [Special Inspector Form](#), for Pile install, completed by a Florida Licensed Engineer, if Pile are required.
- A [Notice of Commencement](#) must be recorded and displayed upon first inspection if the job exceeds \$2,500

**\*Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply**