

## Sheet 27: Retaining Walls

### Purpose of This Information Sheet

To provide general information relating to the construction of retaining wall and excavation / filling with regard to building sites for Class 1 type buildings (single detached dwellings).

### Legislation

- *Building Regulations 2006, Schedule 1*
- *Building Act 1975*
- *Queensland Development Code:*
  - *Non-Mandatory Part NMP1.7* – Retaining Walls and Excavation and Filling (recommended this Part be referred to for best practice)
  - *Mandatory Part MP1.1 and 1.2* – Siting Requirements for Class 1 and 10 structures.

### Matters to Note

**Siting Requirements:** The Queensland Development Code regulates siting requirements. Refer to the State Govt website [www.hpw.qld.gov.au](http://www.hpw.qld.gov.au) or Council's Information Sheet 'Siting requirements'.

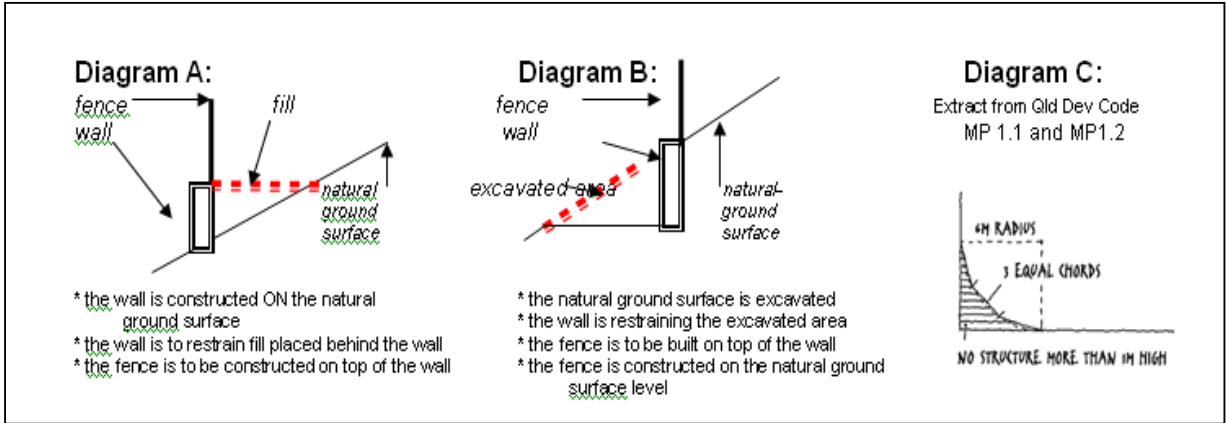
**Siting Requirements Planning Scheme:** A Planning Scheme may have 'alternative provisions' for retaining walls (height and location) that conflict with the Queensland Development Code. Where such provisions exist, then those provisions override the Queensland Development Code. Check the [Planning Scheme](#) which has jurisdiction over your property for any alternative provisions relating to boundary setbacks. Contact the [Duty Planner](#) for advice in this regard.

### General Information

1. **When is a retaining wall required?** (Also see item 6 below.) The *Building Act 1975 s75* requires that if soil conditions, ground levels, excavation or filling make it necessary to protect land, buildings or structures in the neighbourhood then
  - a) retaining walls, or other suitable methods must be used, to prevent soil movement; and
  - b) drainage of the land, buildings or structure must be provided.
2. **When is a permit NOT required?** Schedule 1 of the *Building Regulations 2006* confirms retaining walls as self-assessable development (ie permit is not required) if:
  - a) there is no surcharge loading over the zone of influence for the wall (within 1.5m of the wall); AND
  - b) the total height of the wall and of the fill or cut retained by the wall is no more than 1 metre above the wall's natural ground surface; AND
  - c) the wall is no closer than 1.5m to a building or another retaining wall.

If the proposed structure cannot comply with **any** of the above, then a permit is required.

3. **Is drainage required?** Yes - drainage is an integral part of retaining walls. The *Building Act 1975 s76* requires that where drainage is part of the approval of the work, it must be carried out in a way that protects land, buildings and structures in the neighbourhood. If the work is self-assessable, the work must comply with manufacturer specifications or refer to NMP1.7 of the *Queensland Development Code* for recommended acceptable solutions/performance criteria.
4. **Is planning approval required?** Check the Planning Scheme provisions applicable to your property to confirm if this work (including filling / excavation work) triggers the requirement for planning approval. If required, this approval must be obtained before the building permit can be issued.
5. **Obligations of the builder:** If the retaining wall does not trigger the requirement for either planning or building approval this does not negate the responsibility of the owner with comply with items 1 and 2 above.
6. **Excavation / filling on a site:** Schedule 1 of the *Building Regulations 2006* concerns certain excavation of / filling on a site and states when this work is considered self-assessable.
7. **Siting requirements:** Refer to Mandatory Parts 1.1 or 1.2 of the *Queensland Development Code*. The whole of the structure, including sub-drainage, spoon drainage on the top/at the base of the wall, footings, etc must be wholly within the boundary of a property. The owner of the property on which the wall is located is responsible for the maintenance of the structure.
8. **A Fence on top of the wall:** Design of the structural aspects of the combined wall/fence are to be considered. All aspects of a retaining wall structure are to be within the metes and bounds of the property. A fence may be located on the boundary of the property and is subject to civil law. If the retaining wall is on natural ground and retaining fill then a permit may be required if the combined height of the wall and fence cannot comply with either MP1.1 or 1.2 of the *Queensland Development Code* – *Siting Requirements (ie exceeds 2 metres in height)*. Refer to drawings/table below.



**Check if the proposed wall will be as per Diagram A or B**

If located within the area as shaded in Diagram C: The height of the <i>whole of the structure</i> may not exceed 1m in height above the natural ground.	If height does not exceed 1 metre above the natural ground, no permit is required.	If height does not comply: a) A concurrence application is required.
If NOT located within the area as shaded in Diagram C: The height of the whole of the structure may not exceed 2m in height above the natural ground	If height does not exceed 2 metres above the natural ground, AND the retaining wall component does not exceed 1m in height then no permit is required.	b) If the concurrence application is approved, an application for a building permit to carry out the works is required to be obtained before the building works can commence.

**Where to Lodge the Building Application**

The application may be lodged at the Yeppoon Town Hall, located at 25 Normanby Street, Yeppoon.

**Documentation Required to Lodge an Application**

<p><b>General</b></p> <p>1.1 Application DA Form 2</p> <p>1.2 If registered builder is nominated and cost of work exceeds \$3,300, then a receipt for Qld Building Services Authority insurance levy</p> <p>or</p> <p>1.3 If an Owner Builder project, then a copy of the Owner Builder Number advice provided by the Qld Building Services Authority</p> <p>1.4 If the value of the work exceeds \$80,000, then payment of a Portable Long Service Leave (PLSL) is required to be paid at the post office and copy of receipt provided with the application.</p> <p><b>Other Documentation</b></p> <p>2.1 Engineer drawings/ specifications and design certification (must use IDAS Form 15)</p>	<p><b>Floor Plans (min scale 1:100 – 3 sets)</b></p> <p>3.1 Floor plan – full dimensions</p> <p>3.2 Elevation plans – full dimensions showing footings and drainage and finished soil level</p> <p>3.3 Engineer specification and/or manufacturer's engineer specifications (also stated in 2.1)</p> <p><b>Site Plan (min scale 1:100 – 3 sets)</b></p> <p>4.1 Full outline of property and dimensions</p> <p>4.2 Location of ALL existing buildings and <b>clearly identify</b> the new building structure</p> <p>4.3 North point</p> <p>4.4 Road frontages to be identified</p> <p>4.5 Easements/covenant areas on the site</p> <p>4.6 Distance of all buildings from the boundaries</p> <p>4.7 Location of sewer and house drainage lines.</p> <p>4.8 Contours of the site after cut/fill</p> <p>4.9 Details of proposed location of drainage of the retaining wall</p>
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**Application Fees**

Application fees are detailed in Council's Schedule of Fees.

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