

MEMORANDUM

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BULLETIN G-26-99

TO: All Permit Applicants

FROM: Thomas H. Goldsbury, P.E., C.B.O.  
Chief, Building Inspection Division

SUBJECT: **Permit Requirements for Masonry Walls and Masonry Monument Signs**

The following are guidelines for permitting low masonry walls used for fencing and masonry walls used for displaying signs.

Masonry walls less than 4'-0" in height above grade at all points along both sides of the wall need not be permitted, regardless of length. **Exception: ALL work in the Right-of-Way MUST have a permit (2<sup>nd</sup> floor Ed Ball Building, 214 N. Hogan Street).** Retaining walls over three feet high are an exception and shall be appropriately designed to resist all imposed forces and require a building permit. Retaining walls under three feet in height with the fill on the high side being a level surface at least as wide as the height of the wall, may be built without a permit provided they are built similar to the illustration below.

Masonry walls from 4'-0" up to and including 6'-0" in height above grade at all points along both sides of the wall shall be engineered or may be designed per the illustration indicated below. Masonry walls exceeding 6'-0" in height shall be engineered. Engineered means drawings prepared by and signed and sealed by a Florida registered architect or engineer.

A masonry monument wall which is less than 6'-0" in height and 20' or less in length used to display signs will require only a sign permit. All required inspections must still be performed. Masonry monument walls that are 6'-0" and above in height and are over 20' in length used to display signs shall require both a building permit for the wall and a sign permit for the sign. Engineering shall be required for walls exceeding 6' in height.

