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Wichita-Sedgwick County Metropolitan Area Building and Construction Department

MABCD DIRECTIVE #14-B4 (BUILDING DIRECTIVE)

ISSUE: Building Permit Requirements for Concrete/Masonry Fences or Retaining Walls

EFFECTIVE DATE: 5/6/14

- The MABCD Unified Building Code requires a permit be obtained prior to constructing a concrete or masonry fence or retaining wall that is over four feet in height from the bottom of the footing to the top surface of the wall.
- Site plans for this construction are required before permits are issued. The site plan shall be drawn to a legible scale with dimensions from the fence showing the location of all nearby property lines, setbacks, easements, reserves, drive approaches and FEMA zones, if any. The site plan shall include the legal description of the property where the fence is to be located.
- These permitted walls also require that a structural engineer design their construction & furnish a stamped seal on the drawings prior to issuance of the permit. The sealed drawings will be required to be presented to review for compliance with wind loads, structural loads & any surcharge of earth that will be placed against them. Upon approval of the drawings, a building permit may be issued.
- General construction details should include the:
 - Proposed height along the length of the fence shall be noted on the site plan or shown in elevation. Reductions in height may be required depending on location of the fence in relationship to drive approaches and public rights of way in accordance with Section III-E.1.e(1)(b) of the unified zoning code and site obstruction regulations of Traffic Engineering. In cases involving screening requirements, staff will need to know the grade elevation on both sides of the fence to insure minimum height requirements.
 - Plans shall specify the fence material and finish.
- The sealed drawings shall remain on the construction site & presented to the inspector prior to signing off on the footing & wall inspections.

Thomas J. Stolz
Director – MABCD
5/6/14