City of Loma Linda community Development Department
25541 Barton Road, Loma Linda, CA 92354 욜 (909)799-2830 昌 (909) 799-2891

## FENCE/WALL, PATIO, POOL \& SIMILAR SMALL STRUCURES APPLICATION PERMIT

| APPLICATION TYPE AND FEE (\$100 EACH): |  |  |  |
| :--- | :--- | :--- | :---: |
| Type: $\quad \square$ Fence/Wall/Hedges $\quad \square$ Patio (similar small structures) $\quad \square$ Pool |  |  |  |
| FOR OFFICE USE ONLY <br> Project Case \#: <br> Date Filed: $\quad \square$ |  |  |  |

The application must be submitted along with a detailed plot plan to the Community Development Dept. Following
Planning approval, other permits or fees may be required, more specially with the Building and Safety Division.

## SECTION I-CONTACT INFORMATION



## SECTION 2 - PROJECT DETAILS

## Project Address:

$\qquad$
Assessor's Parcel Number (APN): $\qquad$ $-$ $\qquad$
$\square$ Zoning District: $\qquad$
Description of Project (include location on property and materials used): $\qquad$

## Property Yard Setbacks from proposed structure to each property line:

Front Yard: $\qquad$ Rear Yard:
Side Yards: $\qquad$
Provide dimensions if applicable:
Height of Fence/Wall: $\qquad$ Distance of Pool to Property Line: $\qquad$
Property Structure's Height: $\qquad$ Square Footage of Proposed Structure: $\qquad$

Plot Plan: Please provide a plot plan or diagram of the proposed project improvement delineating the lot, location of proposed project, setback dimensions, lot coverage, location of existing structure(s) and street name frontage. If applicable, provide material information or include photos on the plan or on a second page. If any parking or structure is being removed, indicate it on plan. REQUIRED.
$\square$ Adjacent Owner Approval: If applicable, complete the Fence/Wall Encroachment Agreement on page three. The neighbor who will be affected by the installation of a fence/wall on the shared property line must sign to acknowledge they are aware of the construction.

## SECTION 3 - APPLICANT AND OWNER'S SIGNATURE

I fully understand the requirements for a fence/wall, patio, and pool permit application. Further, I understand approvals are required from various departments such as Public Works and Fire. Inspections and other requirements or conditions may follow upon approval.

| Print Name (Applicant) | Signature | Date |
| :---: | :---: | :---: |
| Printed Name of Owner or Property Manager | Signature | Date |

## SECTION 6 - *APPROVALS - TO BE COMPLETED BY CITY*

Approvals are required from the departments listed below prior to submitting the application to the Community Development Department. If approved, the City Planner and Building and Safety Inspector will stamp the submitted Plot Plan. The application and stamped plan will be filed for the record.

## APPROVAL

DATE

1. Planning Division (last signature)

909-799-2830
2. Building and Safety Division

909-799-2836
(Office hours: 8-10 am)
3. Public Works Department 909-799-4410
4. Fire Inspector - Public Safety

909-799-2859; 909-799-2853

WITHIN ONE-YEAR OF THE DATE OF APPROVAL, SUBSTANTIAL CONSTRUCTION OF THE PROJECT SHALL COMMENCE OR THE PERMIT WILL BECOME VOID.

EXPIRATION DATE: $\qquad$

## Fence/Wall Encroachment Agreement

If applicable, complete the fence/wall Encroachment Agreement. The neighbor who will be affected by the installation of a fence/wall on the shared property line must sign to acknowledge they are aware of the construction

I/We, $\qquad$ , owners of the
(Name(s) of Adjacent Property Owner)

Adjacent property located at $\qquad$ , Loma Linda, CA 92354
(Street Address)

Are aware of the construction of a fence, concrete block wall/garden wall/retaining wall on our shared property line.

I/we have discussed the location of said fence, concrete block wall/garden wall/retaining wall with the permit applicant and in absence of exact property corners being in place, agree to the location of the fence/wall and footing, which may or may not encroach onto my/our property.
(Date)
(Signature)
(Date)
(Signature)

