The following list includes all the items you must submit for a complete application for new fencing that does not involve electrical or structural elements that would require a building permit. The staff will use a copy of this list to check your application for completeness after it is submitted. Processing of your application could be delayed if required information is missing, inaccurate or incomplete.

1. **Application Form.** (attached)

2. **Questionnaire** (attached)

3. **Application Fee:** $62.01

4. **Fencing site plan.** Three sets of fence plans shall be submitted to the Building Department for review. A sample fencing plan is attached and shows typical information that should be included on a fencing site plan. Fencing plans must include the following information:

   - Address of project location.
   - Name and phone number of property owner and/or applicant.
   - Name, address, and phone number of contractor (if applicable).
   - A site plan shown location of proposed fencing on the subject site. The following information should be included regarding proposed fencing:
     - Location of fencing
     - Height of proposed fencing
     - Location of footings (posts)
     - Material(s) of proposed fencing
     - Any electrical elements (note electrical elements also trigger a building permit)

For additional information on fencing regulations, the City has a brochure that explains these standards. Or you may obtain a copy of the Firebaugh Zoning Ordinance.
Please type or print clearly in ink. Incomplete applications will be returned.

What is the project address?

What is the existing use of project site?

What type of fence are you proposing to build? For example, wood, brick, masonry, chain link, etc?

Have you reviewed the City’s rules on fencing – either the brochure titled “Fencing Regulations in Residential Zones”, or the Firebaugh Zoning Ordinance? Does the proposed fencing comply with Zoning Ordinance standards?

Will the proposed fence include electrical or structural elements (that would require a building permit)? If so, please contact the Firebaugh Building Department.
Please type or print clearly in ink. Incomplete applications will be returned.

Applicant Name: ______________________________________________________________________________

Address: _____________________________________________________________________________________

City: _____________________________ State: ______  ZIP: _____________________________

Phone/Email: _________________________ E-mail ________________________________

Agent/Representative: _________________________ ________________________________

Address: _____________________________________________________________________________________

City: _____________________________ State: ______  ZIP: _____________________________

Phone/Email: _________________________ E-mail ________________________________

Property Owner: ______________________________________________________________________________

Address: _____________________________________________________________________________________

City: _____________________________ State: ______  ZIP: _____________________________

Phone/Email: _________________________ E-mail ________________________________

Please indicate if correspondence is to be sent to:
__ Applicant  __ Agent  __ Property Owner

Specific Description of Request (ATTACH ADDITIONAL SHEET IF NECESSARY)
_____________________________________________________________________________________________

Project Location: _____________________________________________________________________________

Assessor’s Parcel Number(s) _____________________________

Current Zoning of Property: _____________________________________________________________________

I (we) hereby certify that the statements furnished above and in the attached exhibits present the data and information required in this application to the best of my (our) ability, and that the facts, statements and information presented are true and correct to the best of my (our) knowledge and belief.

Print Applicant’s Name _____________________________ Applicant’s Signature _____________________________ Date _____________

Print Property Owner’s Name (if different from applicant) _____________________________ Property Owner Signature _____________________________ Date _____________

Print Agent’s Name (if applicable) _____________________________ Agent’s Signature _____________________________ Date _____________

Note: The City must have signed consent of all property owners of the project site.
Sample Fence Plan

Project Description:
- 3 foot high wood fencing will be constructed along front and side property lines in front yard areas.
- 6 foot high wood fencing will be constructed in side and rear yard areas.
- Posts/footings will be established at 8 foot intervals along all fence lines.

Recommendations on drawing a fence plan
- It may help to draw the fence plan on graph paper - each square on the graph can equal one foot, for example.
- List site location (address) and contact information (name, phone number, etc.).
- Draw the lot lines and label lot line measurements. Fencing must not cross property lines or be located within street right-of-way.
- Show major existing structures and improvements on the lot (dwelling, sidewalks, driveway, etc.) and show the setback distance of dwellings/structures from property lines.
- Show utility meters and fire hydrants (meters and fire hydrants must not be blocked behind fences).
- Show proposed fence lines and height of proposed fencing.
- Show footings/post locations.
- Show any other relevant information that will help with understanding of the proposed fencing.

Address: 555 Any Street
APN: 007-070-127
Legal Owner: Joe Smith
555 Any Street
Firebaugh, CA 93622
(559) 555-5555

Show location and height of proposed fencing
Show distance from sidewalk (or curb if no sidewalk exists) to fence line
Show lot width (in feet)
Show existing setback distances (in feet) for all yards
Show existing utility meters (fencing must not block meters)
Show lot depth (in feet)
Show all property lines
Show existing power pole
Show existing oak tree
Show existing citrus tree
Show existing electricity meter
Show post/footing (typical)
Show proposed gate
Show utility meters and fire hydrants (meters and fire hydrants must not be blocked behind fences)
Show curb and sidewalk locations
Show sidewalk (or curb if no sidewalk exists) to fence line
Show lot depth (in feet)
Show existing utility meters (fencing must not block meters)
Show existing power pole
Show existing oak tree
Show existing citrus tree
Show existing electricity meter
Show post/footing (typical)
Show proposed gate
Show utility meters and fire hydrants (meters and fire hydrants must not be blocked behind fences)
Show proposed fence lines and height of proposed fencing
Show footings/post locations
Show any other relevant information that will help with understanding of the proposed fencing.

Legal Owner
Joe Smith
555 Any Street
Firebaugh, CA 93622
(559) 555-5555