



THE CITY OF POMONA
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
FENCE & WALL PERMIT APPLICATION

PROJECT ADDRESS: _____

PROPERTY OWNER: _____ **PROPERTY OWNER**
PHONE NO. _____

PROPERTY OWNER ADDRESS: _____

APPLICANT NAME: _____ **APPLICANT**
PHONE NO. _____

APPLICANT ADDRESS: _____

PROJECT DESCRIPTION: _____

****PERMIT APPLICATION MUST BE POSTED AT ALL TIMES DURING CONSTRUCTION****

CONTACT THE PLANNING DIVISION AT 909-620-2191 AFTER CONSTRUCTION OF FENCE/WALL IS COMPLETE FOR FINAL REVIEW AND APPROVAL.

ACKNOWLEDGMENTS OF RESPONSIBILITY:

I understand and acknowledge that the City of Pomona is not responsible for determining the boundaries of the subject property in relation to this Fence & Wall Permit Application. I acknowledge that the City of Pomona cannot provide owners with the locations of property lines, nor settle property line disputes between neighbors, which are private civil matters that must be settled by the property owners through a private surveyor or in a court of law.

I acknowledge that the City of Pomona is not responsible for determining whether the proposed fence/wall complies with any Conditions, Covenants & Restrictions (CC&Rs) that may apply to my property, and that the City of Pomona has no duty to notify permit applicants of CC&R requirements that may be applicable to the subject property.

I shall defend, indemnify, and hold harmless the City or any of its boards, commissions, agents, officers, and employees from any claim, action, or proceeding against the City, its boards, commissions, agents, officers, or employees to attack, set aside, void, or annul any of the approvals of the project when such claim or action is brought within the time period provided for in applicable State and/or local statutes. The City shall promptly notify the applicants/developers of any such claim, action, or proceeding. The City shall coordinate in the defense. Nothing contained in this condition shall prohibit the City from participating in a defense of any claim, action, or proceeding

and if the City chooses to do so appellant shall reimburse City for attorney's fees by the City.

I, _____, am the owner of the property for which the fence/wall is proposed. I consent to this application. I have read and agree with all of the above.

Property Owner's Signature: _____ Date: _____

SUBMITTAL REQUIREMENTS:

Listed below are the submittal requirements for Planning Division Fence and Wall Permit approval. If there are multiple fences and walls, they may be combined under one submittal. Fences and walls will be reviewed for compliance with development standards and design guidelines, and compatibility with the surrounding area. Planning review is typically completed within 5-10 days of application. Please provide two (2) sets of the following:

☐ **PLOT PLAN**

Provide a plot plan (8½"x11") to show information on fences and walls at the project address. Show the locations of the fence/wall on the plan (top) view keyed to a legend indicating the type, status (existing or proposed), length and height for each fence/wall on the property. **Applicant is responsible for identifying location of property lines and shall seek cooperation with adjoining property owner(s) prior to construction of fence/wall.**

☐ **ELEVATIONS/PHOTO/BROCHURES**

Provide a drawn elevation (8½"x11"), photo or manufacturer brochure showing the proposed fence/wall. Label the height, color and material.

OFFICE USE ONLY

APPLICATION: ☐ **APPROVED** ☐ **DENIED**

City Planner Date

COMMENTS: _____

Expiration Date: _____ (180 days from permit issuance)

FINAL PLANNING APPROVAL (after construction is complete)

City Planner Date