



APPLICATION INSTRUCTIONS FOR COMPLETING
FENCE INSTALLATION PERMIT

Permit origin: Dunsmuir Municipal Code Chapter 17.92.120

FENCE PERMIT REGULATIONS

- A. AN ADMINISTRATIVE FENCE PERMIT SHALL BE OBTAINED FROM THE CITY **PRIOR TO** INSTALLATION OF ANY FENCE OR WALL.

A four-foot front yard height limit is intended to be high enough to secure the property and to enable public safety agencies to be able to identify the structure address from the street. The four-foot height limit for front yard fences applies to properties in all Districts Requiring a front yard setback: R-1, R-2, R-3 : 20ft setback, MU1- 15ft setback, MU-2 & MU-3: 10ft setback, SC & OS 10ft , LM & M - 25ft setback.

- B. No fence or wall shall hereafter be constructed to exceed six (6) feet in height within the area encompassed by the rear yard setback or the side yard setback to the front yard setback line, nor shall any fence, wall, hedge, or equivalent screening exceed four (4) feet in height within the area encompassed by the front yard setback.

- C. When there is no requirement for a front yard setback, the maximum height of any fence, wall, hedge, or equivalent screening within a front yard or along the front lot line shall be limited to six (6) feet.

- D. No fence, wall, hedge, or equivalent screening shall be located within three (3) feet of a fire hydrant such that it hinders access to the hydrant as determined by the fire chief.

- E. The applicant shall submit a site plan for any proposed fence or wall to the city for review and approval. The site plan shall include all property dimensions, outlines of existing structures, location of all driveways and streets, and any other access onto the property, and shall clearly delineate the proposed fences and/or walls. An elevation of the proposed fence or wall with height measurements shall also be included.

- F. All fences and walls shall be constructed of durable and weather-resistant

materials as approved by the city. The use of cardboard or other corrugated material, tarps, barbed wire, rope, electrified fence, glass, razor wire, or similar materials in conjunction with a fence or wall, or by itself within any zoning district, is prohibited.

G. Fences and walls used for noise control shall be made of materials most suited for noise reduction, and which minimize reflective sound.

H. Decorative columns, post caps, or similar features not more than one (1) foot in height may be added on top of fences or walls. Such features shall be consistent with the design and materials of the fence or wall and shall not be less than eight (8) feet apart generally.

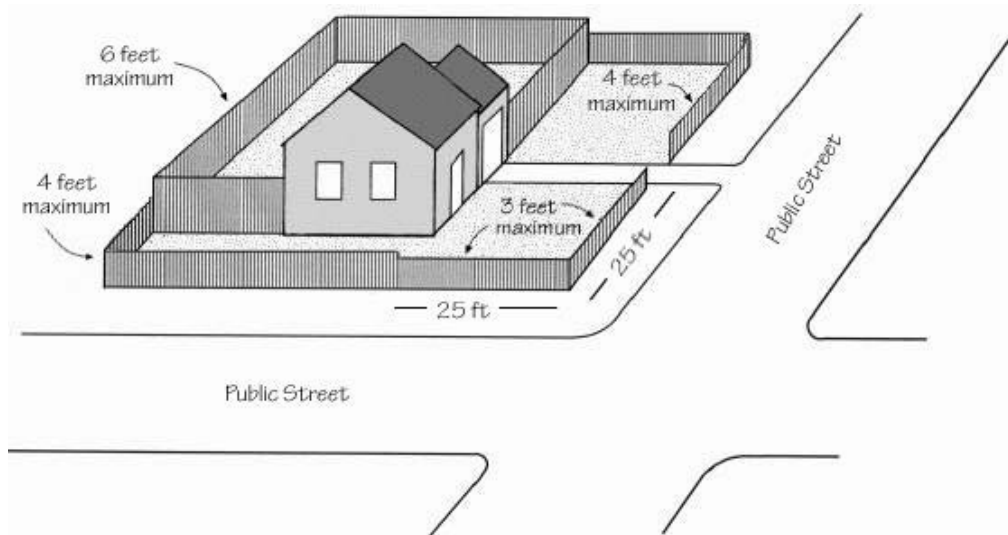
I. A single arbor-style entry element, substantially open to the passage of light and air, may be allowed provided the entry element is located over a walkway or pathway and does not exceed eight (8) feet in height, five (5) feet in width, and three (3) feet in depth.

J. Fences, walls, hedges, equivalent screening, and combinations thereof shall be measured in height from the uphill perspective if located on a grade or slope.

K. Where the topography of sloping sites or a difference in grade between adjoining sites warrants an increase in height to maintain a level of privacy or to maintain effectiveness of screening as typically provided by such fence, wall, hedge, or equivalent screening under similar circumstances, up to two (2) feet may be added to the height limits in subsection A of this section and administratively approved subject to the following:

1. No hedge or equivalent landscape screening that exceeds four (4) feet in height shall be located within five (5) feet of the front property line;
2. Lattice, decorative wrought iron, or other material that is at least fifty (50) percent open to the passage of light and air when viewed horizontally, excluding framing, may be added to the top of a fence or wall provided the lattice, decorative wrought iron, or other material is determined by the city clerk, or their designee, to be compatible with the design and materials of the fence or wall;
3. The proposed height increase shall not create a hazard to vehicular or pedestrian traffic;
4. Review of the proposed height increase shall include consultation with fire, law enforcement, and public works, and notification to all owners of property that border the proposed fence or wall; and
5. Permits for fences and walls that exceed the height limits in subsection A of this section shall not be issued until ten (10) days have elapsed from the approval thereof and, in the event an appeal is filed, shall not be issued until a decision has been made by the appropriate decision-making body.

- L. Notwithstanding the foregoing, the street intersection of a corner lot shall have no fence, hedge, wall, or equivalent screening exceeding three feet in height within a triangle of twenty-five (25) feet along the side of each street, or ten (10) feet along the side of each alley, as measured from the intersection unless the owner of such property obtains a use permit for a greater height by a showing that no hazard exists to vehicular or pedestrian traffic. Such permit may be granted by the planning commission provided all provisions of this code are otherwise satisfied and the planning commission determines no safety hazard is created by the greater height.
- M. Ordinary maintenance and repairs may be made to any nonconforming fence or wall provided the fence or wall is not enlarged, expanded, or relocated and no more than fifty (50) percent of the nonconforming fence or wall is replaced within a one (1)-year period. When more than fifty (50) percent of the nonconforming fence or wall is to be replaced within a one (1)-year period, the entire fence or wall shall be brought into compliance.
- N. **Fences, walls, hedges, and equivalent screening that do not meet the above standards shall only be authorized upon the applicant first obtaining a conditional use permit.**
- O. Applicants aggrieved by a decision made under this section may appeal the decision to the planning commission pursuant to Section 17.140.020 (Appeals of Administrative Action).



FENCE INSTALLATION PERMIT

This Application will become the Owners Permit once approved by the designated City Official.

Date: _____

Applicant name: _____

Address where the Fence Installation is to occur: _____

Telephone No. _____

Cell Telephone: _____

FENCE INSTALLATION CONTRACTOR OR OWNER BUILDER

Name or Company: _____

Company Address: _____

Telephone No. _____ Cell Telephone: _____

Dunsmuir Business License No. _____

Signature

For City Use Only:

Application submitted: _____
Date

Fee: _____
Receipt Number

Application approved: _____
Date

Official Approving Application: _____
Signature

The Fence Installation Permit fee is \$70.00 and is necessary to cover the City's costs for reviewing the fence installation plan, to issue the permit to ensure compliance with the ordinance and the cost to issue the permit.

The following checklist is to be completed with Application:

Step #1 - Complete the information about the property and the contractor/installer.

Step #2 - In the space provided on the Application or on a separate piece of paper, please draw a diagram showing dimensions of property and location of all permanent structures on the property.

Step #3 - Draw in the location and height of existing fences.

Step #4 - Using a red pencil or ink pen, draw the location and height of the fence you plan to install

Step #5 - Please sign the Fence Permit Application and submit it with the \$70.00 Permit Fee to City Hall, 5915 Dunsmuir Avenue, Dunsmuir, CA 96025, telephone number (530) 235-4822

Diagram: In the space below, or a separate piece of paper, please show the dimensions of the property and locate any permanent structures on the property.

Draw in the location of existing fences

In red pencil or ink, draw in the location of the proposed fence.