

**CITY OF HOLLISTER**  
DEVELOPMENT SERVICES DEPARTMENT  
ENGINEERING DIVISION  
339 FIFTH STREET  
HOLLISTER, CA 95023  
PHONE: (831) 636-4340  
FAX: (831) 634-4913



**FOR OFFICE USE ONLY**

FEE:	_____
CHK #:	_____
RCT #:	_____
DATE PAID:	_____
EMPLOYEE:	_____
ACCT #:	101-1000-440-039
APRVD BY:	_____

**FENCE EXTENSION APPLICATION**

APPLICATION NO. \_\_\_\_\_

**ATTENTION:**

ALL FENCING SHALL MEET THE REQUIREMENTS SET FORTH IN SECTION 17.16.050 OF THE CITY OF HOLLISTER MUNICIPAL CODE. IT SHALL BE THE RESPONSIBILITY OF THE PROPERTY OWNER TO HAVE THE PROPERTY SURVEYED TO ENSURE THAT ALL FENCING IS LOCATED ON THE SUBJECT PROPERTY. IF THE LOT IS LOCATED IN A SUBDIVISION WHICH CONTAINS RECORDED COVENANTS, CONDITIONS, AND RESTRICTIONS (CC&Rs), THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR ENSURING THAT THE PROPOSED FENCE MEETS ALL CC&R REQUIREMENTS REGARDING FENCE TYPE, MATERIAL, HEIGHT, ETC.

**1. APPLICANT INFORMATION**

<b>NAME:</b>	<b>PHONE:</b>		
<b>EMAIL:</b>	<b>LICENSE #:</b>		
<b>STREET ADDRESS:</b>	<b>CITY:</b>	<b>STATE:</b>	<b>ZIP CODE:</b>

**2. OWNER INFORMATION (IF DIFFERENT FROM ABOVE)**

<b>NAME:</b>	<b>PHONE:</b>
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**3. SITE PLAN (INCLUDE THE FOLLOWING):**

- a. DIMENSIONS OF PROPERTY & SHOW NORTH ARROW
- b. LOCATION AND HEIGHT OF PROPOSED FENCE EXTENSION. IDENTIFY THE PROPOSED SETBACK FROM THE BACK OF SIDEWALK
- c. LOCATION OF EXISTING FENCES, RETAINING WALLS OR SIMILAR STRUCTURES IN THE FRONT YARD AND STREET SIDE OF THE PROPERTY
- d. LOCATION OF ANY OFF-SITE DRIVEWAYS OR STRUCTURES WITHIN TWENTY FEET OF THE PROPOSED EXTENSION REQUEST.
- e. LOCATION OF ANY EASEMENTS IN THE AREA OF THE FENCE EXTENSION REQUEST. TREE PLANTING & MAINTENANCE EASEMENT (TPME) AND PUBLIC UTILITY EASEMENT (PUE).
- f. LOCATION OF ANY EXISTING CITY STREET TREES IN THE AREA OF THE FENCE EXTENSION REQUEST.

**4. PROPERTY INFORMATION**

<b>ADDRESS:</b>			
<b>ASSESSOR PARCEL NO:</b>	<b>ZONING DISTRICT:</b>		

**5. CERTIFICATION:**

THE FACTS, MAPS AND DOCUMENT SUBMITTED HERewith ARE TRUE, CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE. IF THE REQUEST IS GRANTED, I (WE) AGREE THAT THE PROVISION OF CITY AND STATE LAW WILL BE COMPLIED WITH AND THE CONDITIONS, IF ANY, UPON WHICH THIS PERMIT IS GRANTED WILL BE CAREFULLY OBSERVED.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

**APPLICATIONS WILL NOT BE ACCEPTED UNLESS SIGNED BY THE PROPERTY OWNER**

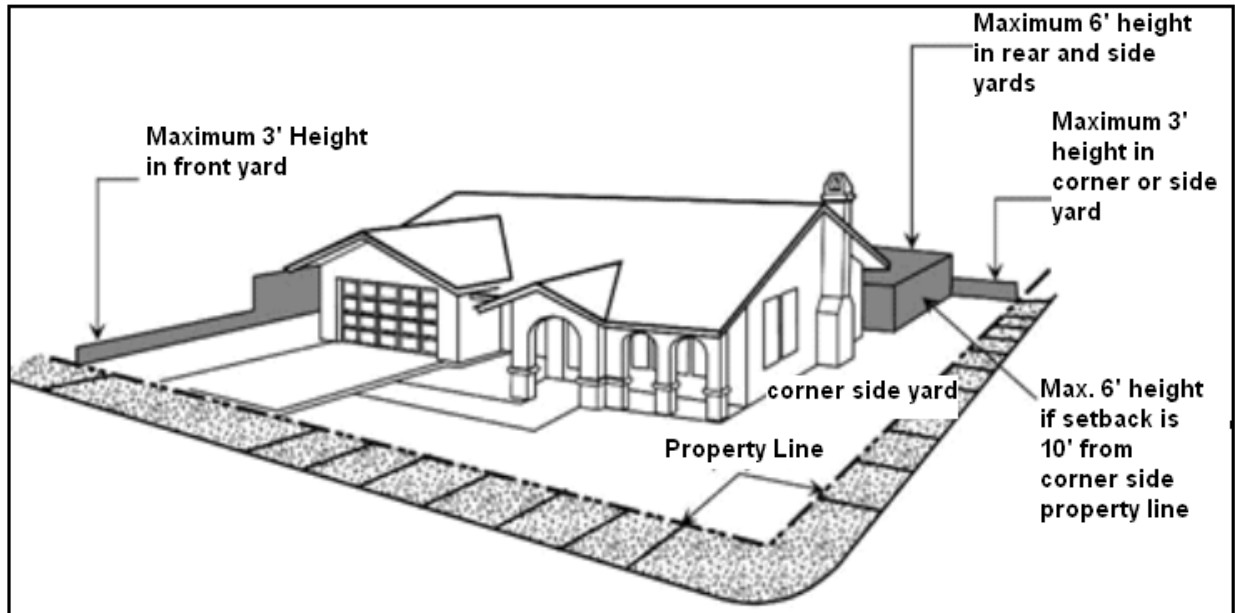
## WHAT FACTORS ARE REVIEWED WITH A FENCE EXTENSION?

### 1. TRAFFIC SAFETY (TYPICAL REQUIREMENTS):

- a. THE FENCE HEIGHT WILL BE REGULATED TO ASSURE THAT THE FENCE WILL NOT BLOCK THE VISIBILITY OF APPROACHING PEDESTRIANS OR VEHICLES AT THE CORNER INTERSECTION.
- b. THE FENCE HEIGHT WILL BE REGULATED TO ASSURE THAT YOUR FENCE WILL NOT BLOCK VISIBILITY WHEN YOUR NEIGHBOR BACKS OUT OF THEIR DRIVEWAY.

### 2. EASEMENTS

- a. MOST HOMES HAVE A 10-FOOT PUBLIC UTILITY EASEMENT ALONG THE PROPERTY LINE, ABUTTING PUBLIC RIGHT-OF-WAYS. **THE INCREASE IN HEIGHT MAY BE APPROVED WITH A REQUIREMENT FOR THE FENCE TO BE AT LEAST 10 FEET FROM THE BACK OF THE SIDEWALK IN ORDER TO AVOID AN EXISTING EASEMENT.**



## LOCATION – WHERE MAY A FENCE EXTENSION BE ALLOWED?

- RESIDENTIAL ZONING DISTRICT:
  - FRONT YARD: INCREASE MAXIMUM FENCE HEIGHT FROM THREE FEET TO FOUR FEET
  - STREET SIDE/CORNER LOT: INCREASE MAXIMUM FENCE HEIGHT UP TO SIX FEET
- COMMERCIAL OR INDUSTRIAL ZONING DISTRICT:
  - INCREASE FENCE HEIGHT BEYOND SIX FEET

**NOTE:** IF YOU PLAN TO BUILD A RETAINING WALL, THE HEIGHT OF THE FENCE IS MEASURED FROM THE SIDE OF THE WALL WITH THE LOWEST GRADE – NOT THE TOP OF THE WALL.

## CAN I BUILD MY FENCE WITH ANY MATERIAL I WANT?

DEPENDS. THE FOLLOWING MATERIALS ARE PROHIBITED: SHEET OR CORRUGATED IRON, STEEL, ALUMINUM, BAMBOO OR ASBESTOS, BARBED WIRE, RAZOR WIRE, ELECTRIFIED OR SIMILAR TYPE. HOWEVER, AN EXCEPTION OF ORNAMENTAL FENCES MAY BE ALLOWED IF APPROVED BY THE DEVELOPMENT SERVICE DIRECTOR.

## HOW SHOULD YOU MEASURE THE FENCE HEIGHT?

- THE FENCE HEIGHT SHALL BE MEASURED AS THE VERTICAL DISTANCE BETWEEN THE FINISHED GRADE AT THE BASE OF THE FENCE AND THE TOP EDGE OF THE FENCE MATERIAL.
- THE HEIGHT OF THE FENCE ATOP A WALL SHALL BE MEASURED FORM THE BASE OF THE WALL.
- WHERE THE GROUND ELEVATION WITHIN SIX FEET OF THE BASE OF A FENCE DIFFERS FROM ONE SIDE OF THE FENCE TO THE OTHER (E.G. RETAINING WALL OR BASE OF SLOPE), THE HEIGHT SHALL BE MEASURED FROM THE SIDE WITH THE LOWEST GRADE.

## WHAT ARE THE REQUIREMENTS FOR A RETAINING WALL?

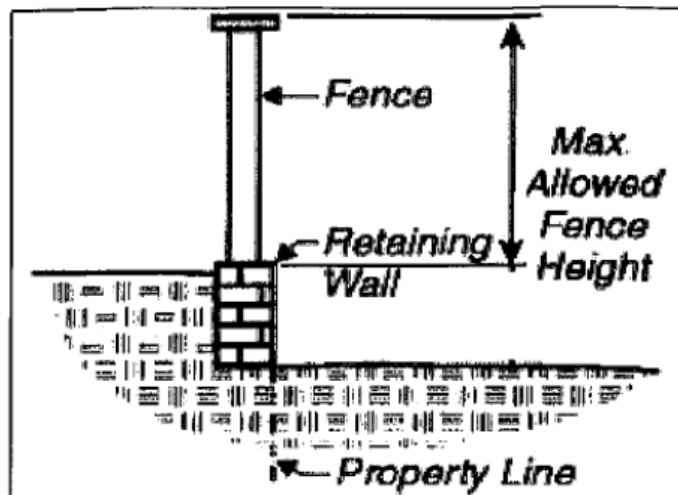
**LOCATION:** REQUIRES APPROVAL OF ENGINEERING DEPARTMENT

**MATERIALS:** WOOD PROHIBITED

**HEIGHT:** NO PERMIT: TWO FEET OR LESS ( $\leq 2$  FEET)

ADMINISTRATIVE ENGINEERING APPROVAL: OVER TWO FEET (2+ FEET)

**EMBANKMENTS:** EMBANKMENTS TO BE RETAINED THAT ARE 48 INCHES OR MORE IN HEIGHT SHALL BE BENCHED SO THAT NO INDIVIDUAL RETAINING WALL EXCEEDS A HEIGHT OF 36 INCHES AND EACH BENCH IS A MINIMUM WIDTH OF 36 INCHES.



## **PLEASE NOTE: ANY WORK WITHIN THE CITY RIGHT-OF-WAY WILL REQUIRE AN ENCROACHMENT PERMIT**

ALL PERSONS, BEFORE PERFORMING **ANY WORK WITHIN CITY RIGHTS-OF-WAY**, SHALL NOTIFY THE CITY ENGINEERING DEPARTMENT OF THEIR DESIRE TO DO SO, DESIGNATING PARTICULARLY THE LOCALITY WHERE IT IS DESIRED TO DO SUCH WORK AND THE EXTENT, NATURE AND PURPOSE OF THE SAME, AND SHALL PAY AN ENCROACHMENT PERMIT FEE, WHICH SHALL BE FIXED BY THE CITY COUNCIL FROM TIME TO TIME, BY RESOLUTION.



# City of Hollister Residential Fence Guidelines

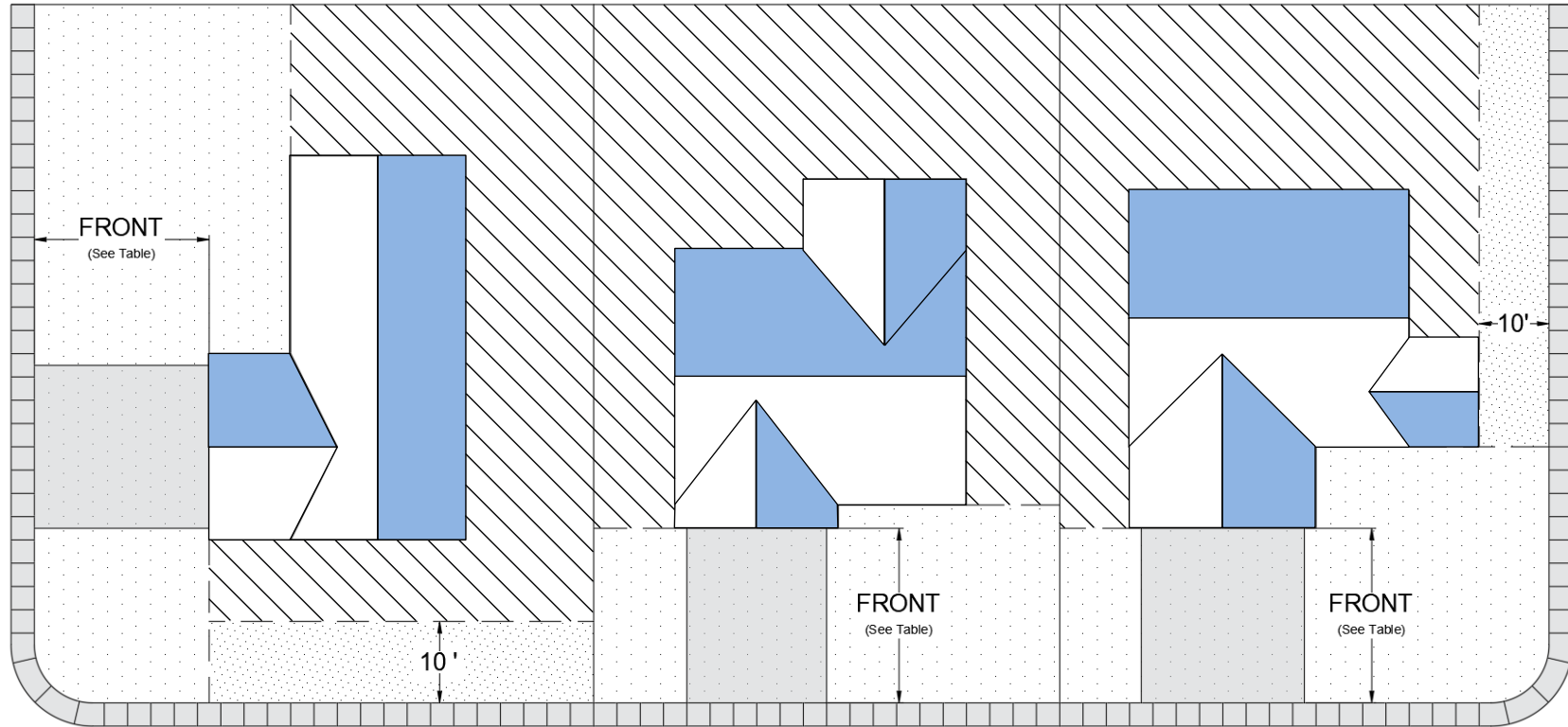


FIGURE 1.




TABLE 1. Fence Height		
Key	Max Height (No Permit Required)	Max Height with Fence Extension Approval by Engineering
 Side/Rear	6' + 2' Lattice	No Exception
 Front	3'	4'
 10' Setback Streetside Corner	3'	6' + 2' Lattice

TABLE 2. Front Yard Setback by Zone						
Zoning District	R1*	R2	R3*	OT(M)	R4*	OT(H)
Front Yard Setback	18' to Residence 20' to Garage	18' to Residence 20' to Garage	15'	15'	15'	15'

\*Properties within the Planned Development (PD) or Performance Overlay (R1-L/PZ, R3-M/PZ, R4-H/PZ) may have front yard setbacks that differ from the standard front yard setback. Contact the Planning Department at [planning@hollister.ca.gov](mailto:planning@hollister.ca.gov) with questions.