



City of La Puente

15900 E. Main Street, La Puente, CA 91744 Telephone (626)855-1500 Fax (626)961-4626

FENCE PERMIT APPLICATION

NOTICE TO ALL APPLICANTS

In order for City Staff to expeditiously process your application and avoid processing delays, it is imperative that your application, plans, and/or other requested attachments are complete and that all requested information is submitted.

A complete description of the required materials is contained in the application. Please check the following items that have been included with the application:

Fence Permit Fees: \$90

- Fence Plans
 - o Site Plan – Indicate area of fence construction
 - o Fence Specifications – Height, length, material
 - o Fence Elevation

- Electronic Files in PDF format (if available)

- Other _____

The Planning Commission meets on the first Tuesday of every month at 7:00 p.m. Applications are not scheduled until the application has been determined to be complete. Planning Department personnel are available between 7:30 a.m. and 5:30 p.m., Monday thru Thursday and between 8:00 a.m. and 5:00 p.m. on alternate Fridays to answer any questions you may have or to receive your application for filing. It is recommended that you make an appointment with a planner if you wish to discuss your application.

Please sign and include this sheet with the filling of your application.

Applicant/Authorized Agent

**CITY OF LA PUENTE
APPLICATION FOR
FENCES IN THE MULTI-FAMILY ZONE**

Project Address: _____

APPLICANT INFORMATION

Name of Applicant: _____

Applicant's Address: _____

City	State	Zip
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Applicant's daytime telephone number: (____)_____

Applicant's FAX number, if any: (____)_____

Applicant's E-mail address, if any: _____

PROPERTY OWNER INFORMATION

Name of Property Owner: _____

Property Owner's Address: _____

City	State	Zip
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To the Development Review Board:

Pursuant to Chapter 10.92, Title 10 of the La Puente Municipal Code, an application is hereby made to the Development Review Board:

Address of the Proposed Development: _____

Project Description: _____

Legal Description of Property (Attach if necessary):

Los Angeles County Tax Assessor's Parcel Number: _____

Zone Classification of Property: _____ General Plan Designation: _____

Lot Size: _____(sq. ft.)

Existing Use of the Property: _____

REQUIREMENTS FOR FILING A FENCE APPLICATION

The Development Review Board shall review the plans, signs and landscaping plans for compliance with the La Puente Municipal Code. Such review shall take place prior to the issuance of a building permit. A building permit shall be issued only if the Board approves, or conditionally approves, the required plans.

The Development Plan Application shall include the following:

1. **APPLICATION FORM.** Each question must be answered completely. The application must be signed by the property owner and notarized before a Notary Public. The property owner(s) of the property(ies) for which the application is being filed must sign or otherwise authorize their consent to the filing.
2. **FILING FEE.** The Municipal Code requires that a filing fee to cover processing costs be paid at the time of filing the application. The filing fee is not refundable.
3. **DEVELOPMENT PLANS:** Seven (7) sets of **site plan including areas of fence construction and elevations**, plus one (1) set of 8 1/2" x 11" reductions with at least the following details shown to scale and dimensioned:
4. **PHOTOGRAPHS.** Photographs (as shown on the attached photographic map) of the subject property including the adjacent properties and areas of the addition or development.
5. **ADDITIONAL REQUIREMENTS.** The Planning Department reserves the right to request any additional plans an/or information that it feels is necessary for the public's understanding of the proposed amendment. In addition, the Development Review Board may require walls, landscape areas, setbacks, or other improvements and/or other conditions as it deems necessary for the protection of adjacent property(ies) and/or in the interest of the public welfare. Compliance with all such requirements shall be shown on the final building plans.



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ACKNOWLEDGEMENT OF BURDEN OF PROOF

TO ALL APPLICANTS FOR DEVELOPMENT AND SIGN PERMITS, UNCLASSIFIED USE PERMITS, TENTATIVE PARCEL, OR SUBDIVISION MAPS, CHANGE OF ZONE, GENERAL PLAN AMENDMENT, SPECIFIC PLAN, OR VARIANCE.

The employees of the Planning Department and Building Department have been instructed to give every possible assistance to anyone who desires to avail himself of the remedies provided by the Code in special zoning problems involving any of the procedures mentioned.

Such assistance, however, MUST NOT be interpreted as encouragement to the applicant, and THE APPLICANT MUST UNDERSTAND THAT IN ALL CASES THE BURDEN OF PROOF IS UPON HIM TO MAKE THE SHOWING NECESSARY before any of the described petitions can be granted, and that there is no guarantee expressed or implied that any application will be granted whatever agency that has authority in the matter.

The applicant must understand also that each matter must be carefully investigated and that after the investigation has been made, or the public hearing has been held, the Staff's recommendation or decision may be contrary to the position taken in the preliminary discussions.

The staff is NOT PERMITTED to assist the applicant or any opponents to an application in preparing arguments for or against the request.

I have read the foregoing and understand that I HAVE THE BURDEN OF PROOF in the matter arising under the application made by me.

Date

APPLICANT: _____
Print or type name

Signature

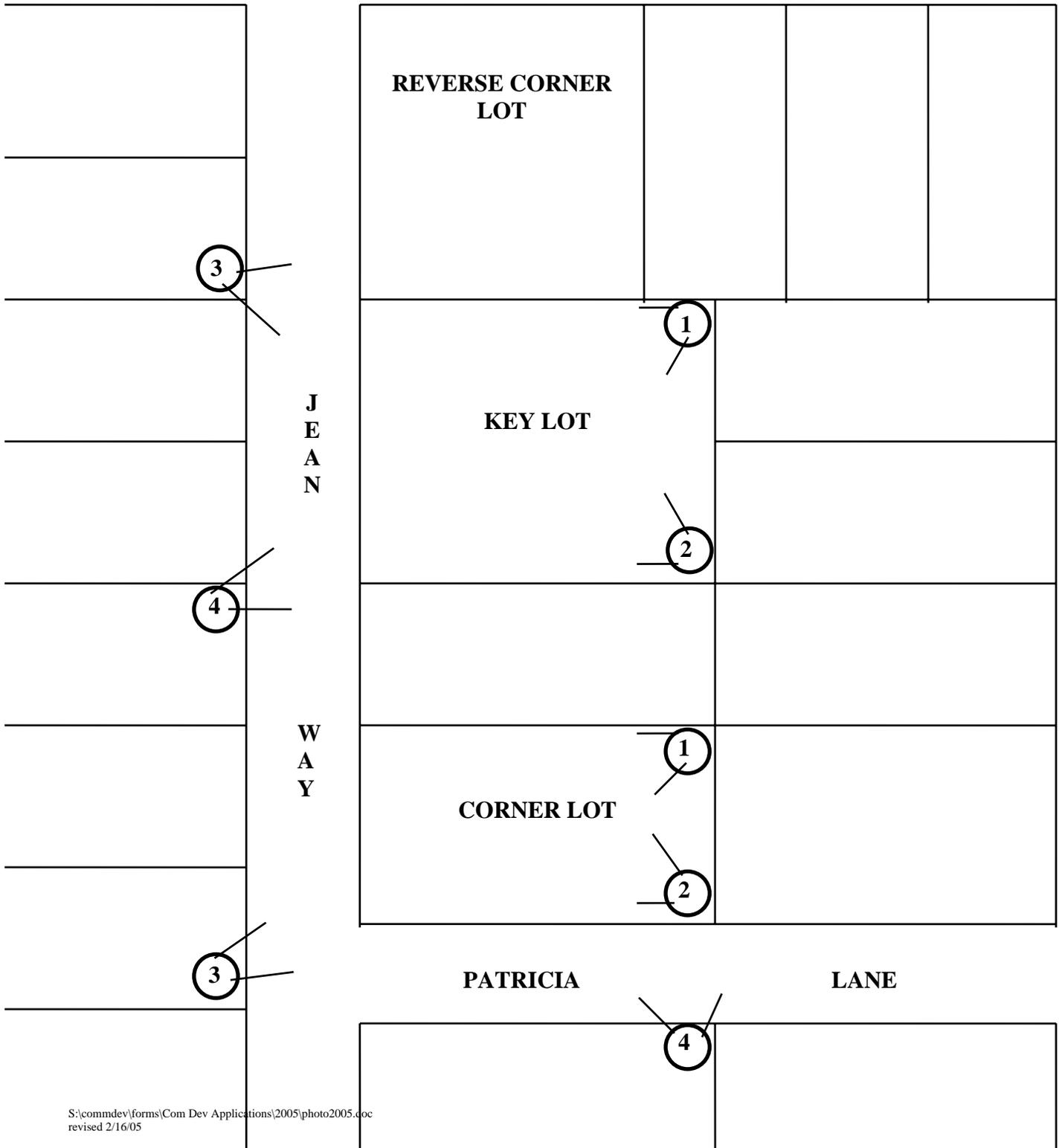
Address

City State Zip

Application No. _____

CITY OF LA PUENTE GENERAL INSTRUCTIONS FOR PHOTOGRAPHS OF SITES

The applicant must submit photographic prints from all angles (as shown below) of the subject property including the adjacent properties and area of the addition or development. All photographs must be captioned and numbered corresponding to the sample photograph map shown below. (A copy of location map may be obtained from the Community Development Department).





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ENVIRONMENTAL INFORMATION FORM

(To be completed by applicant)

Date filed: _____

File No: _____

GENERAL INFORMATION

1. Name and address of developer or project sponsor: _____

2. Address or location of project: _____

Assessor's Map Book, Page and Parcel Number: _____

3. Name(s), address(es), and telephone number(s), of person(s) to be contacted concerning this project:

4. Type of permit applied for: _____

5. List and describe any other related permits and other public approvals required for this project, including those required by city, regional, state and federal agencies : _____

6. Existing zoning district: _____

7. Proposed use of site (project for which this form is filed); _____

PROJECT DESCRIPTION (attach additional sheets if necessary)

8. Site size: _____

9. Square footage of building(s): _____

10. Number of floors on construction: _____

11. Amount of off-street parking provided: _____
12. Proposed scheduling: _____
13. Associated projects: _____
14. Anticipated incremental development: _____

15. If residential, include the number of units, schedule of unit sizes, range of sales price or rents and type of household sizes expected: _____

16. If commercial, indicate the type (whether neighborhood, city or regionally-oriented), square footage of building area and loading facilities:

17. If industrial, describe type, estimated employment per shift and loading facilities:

18. If institutional, indicate the major function, estimated employment per shift, estimated occupancy, loading facilities and community benefits to be derived from the project:

19. If the project involves a variance, conditional use permit, zone change, General Plan or municipal code amendment or specific plan application, state why the application is needed:

20. What utilities are available to the project site?

Are the following items applicable to the project or its effects? Discuss below all items checked yes (attach additional sheets if necessary).

- | | |
|--|---|
| <p>YES NO</p> <p>_____ _____</p> <p>_____ _____</p> <p>_____ _____</p> | <p>21. Change in existing features of any hills, or substantial altering of ground contours.</p> <p>22. Change in scenic views or vistas from existing residential areas or public lands or roads.</p> <p>23. Change in pattern, scale or character of general area of project.</p> |
|--|---|

- _____ 24. Significant amounts of solid waste or litter.
- _____ 25. Change in dust, ash, smoke, fumes or odor in vicinity.
- _____ 26. Change in ground water quality or quantity, or alteration of existing drainage patterns.
- _____ 27. Substantial change in existing noise or vibration levels in the vicinity.
- _____ 28. Site on filled land or on slope of 10 percent or more.
- _____ 29. Use or disposal of potentially hazardous materials, such as toxic substances, flammable, or explosives.
- _____ 30. Substantial change in demand for municipal services (police, fire, water, sewage, etc.)
- _____ 31. Substantial increase fossil fuel consumption (electricity, oil, natural gas, etc.).
- _____ 32. Relationship to a larger project or series of projects.
- _____ 33. Has a prior environmental impact report been prepared for a program, plan, policy or ordinance consistent with this project?
- _____ 34. If you answered yes to question 33, may this project cause significant effects on the environment that were not examined in the prior EIR?

ENVIRONMENTAL SETTING

35. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and use of the structures. Attach photographs of the site. Snapshots or Polaroid photos will be accepted.

36. Describe the surrounding properties, including information on plants and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.). Attach photographs of the vicinity. Snapshots or Polaroid photos will be accepted.

37. Attach plans showing all existing and/or proposed development.

CERTIFICATION:

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Date: _____

(Signature)

For: _____