

**CITY OF ANTIOCH  
MINOR ADMINISTRATIVE USE PERMIT APPLICATION  
EIGHT FOOT FENCES**



**PURPOSE**

An Administrative Use Permit (AUP) is required for fences over six feet in height for commercial and industrial districts. The maximum height in these districts is eight feet. A copy of Municipal Code Section 9-5.1601-1603: *Fences, Walls, Hedges and Screen Plantings* is attached for your reference.

**PROCESS**

Processing of an Administrative Use Permit application takes approximately 3 weeks from the time staff receives all of the required materials. Please submit your application and all requirements (listed below) to the Community Development Department.

Please be aware that planning applications will be automatically withdrawn if an applicant receives an incomplete letter and does not resubmit a substantive response within 120 calendar days. The Zoning Administrator may grant a written extension for up to an additional 90 calendar days when the applicant shows good cause for an extension. Delays due to circumstances outside the applicant's reasonable control will be considered good cause to grant the extension.

**SUBMITTAL should be made to:**

City of Antioch  
Community Development Department  
P.O. Box 5007  
200 "H" Street  
Antioch, CA 94531-5007

**SUBMITTAL REQUIREMENTS\***

- One copy of a site plan showing the location of the fence.
- Written description of the adjacent and surrounding neighborhood, why the additional height is being requested, and indicate the fence materials.
- Written property owner approval.
- Photographs and specifications of the proposed fence.
- \$523.00 processing fee (non-profit organizations \$261.50).
- Completed and signed development application (attached).

*\*You may also need to apply for a separate permit from other agencies depending on the type of project. Please contact them directly for their requirements.*

City of Antioch Building Division (925) 779-7065  
Contra Costa County Fire Department (925) 941-3300  
Contra Costa County Environmental Health (925) 692-2500

## **ARTICLE 16: FENCES, WALLS, HEDGES AND SCREEN PLANTINGS**

### **§ 9-5.1601 GENERAL REQUIREMENTS.**

- (A) Fences, walls, hedges, and other structures or vegetation shall not obstruct a clear vision zone.
- (B) Barbed wire, razor ribbon and other similar wire shall be prohibited on top of any fence. Exceptions may be granted by the Zoning Administrator for special circumstances.
- (C) Where chain link fencing is proposed or required adjacent to a public right-of-way, park or open space, the fence fabric, posts, top rails, and hardware shall be vinyl clad.
- (D) All retaining walls that are adjacent to public streets shall be placed outside the right-of-way and shall be constructed of decorative masonry block or an equivalent material approved by Community Development Department staff.
- (E) All fences existing at the time of the adoption of this chapter which then became non-conforming due to height and/or setback requirements can remain subject to the provisions of the non-conforming use regulations of this chapter.
- (F) Walls between residential and non-residential uses shall be of masonry construction. (Ord. 897-C-S, passed 10-25-94) Penalty, see § 9-5.2904

### **§ 9-5.1602 HEIGHT RESTRICTIONS.**

- (A) For fences adjacent to a public right-of-way, fence height shall be measured from the finished grade at the fence location. Should the back of sidewalk be at a higher elevation than finished grade, the fence height shall be measured from the back of sidewalk.
  - (B) For interior and rear yard fences, height shall be measured from the grade level of the property line. In the event the ground elevation is not the same on both sides of a fence or wall, the height thereof may be measured from the higher ground elevation.
  - (C) No fence, wall, hedge or screen planting shall exceed a maximum height of 36 in the required front yard. All such fences shall be located outside the public right-of-way unless an encroachment permit is issued by the Director of Public Works.
  - (D) Fences, hedges or screen plantings shall be a minimum height of 30 inches around or within a parking lot.
  - (E) No fence, wall or similar structure shall exceed six feet in height in any zoning district, with the following exceptions:
    - (1) In commercial and industrial districts, the maximum height may be eight feet subject to approval of an administrative use permit by the Zoning Administrator. Higher walls may be approved by the Planning Commission if required by an acoustical study, and there are no feasible alternatives that would allow for a wall eight feet in height or less.
    - (2) In residential districts, a masonry sound wall built adjacent to an arterial street or school site may be eight feet in height subject to a documented sound study. Higher walls may be approved by the Planning Commission if required by an acoustical study and there are no feasible alternatives that would allow for a wall eight feet in height or less.
    - (3) In residential districts the fence height on interior side and rear property lines may be increased to eight feet, provided that the top two feet of such is constructed of open lattice, wrought iron, tubular steel, or a similar material.
- (Ord. 897-C-S, passed 10-25-94; Am. Ord. 1064-C-S, passed 12-15-05) Penalty, see § 9-5.2904

**§ 9-5.1603 SETBACKS; STREETSIDE AND SIDEYARD FENCES.**

(A) Fences of up to six feet may be placed within the required corner sideyard building setback or at the public right-of-way line.

(B) The following restrictions shall apply:

(1) The fence does not obstruct a clear vision zone.

(2) In cases where the fence is to be built in conjunction with a retaining wall, and the wall face is exposed to the street, the fence shall be setback a minimum of three feet from the retaining wall.

(Ord. 897-C-S, passed 10-25-94) Penalty, see § 9-5.2904

<b>DESCRIPTION OF REQUEST (you may attach a written description if necessary):</b>	
<b>ADDRESS:</b>	<b>ASSESSORS PARCEL NO. (S):</b>
<b>PROPERTY OWNER OF RECORD</b>	<b>APPLICANT (if different than property owner)</b>
<b>NAME:</b>	<b>NAME:</b>
<b>COMPANY NAME:</b>	<b>COMPANY NAME:</b>
<b>ADDRESS:</b>	<b>ADDRESS:</b>
<b>TELEPHONE #:</b>	<b>TELEPHONE #:</b>
<b>FAX #:</b>	<b>FAX #:</b>
<b>EMAIL:</b>	<b>EMAIL:</b>
<b>SIGNATURE:</b>	<b>SIGNATURE:</b>

<b>FOR OFFICE USE ONLY</b>	
<b>DATE RECEIVED:</b>	<b>FILE NO:</b>
<b>TYPE OF APPLICATION:</b>	<b>TITLE:</b>