



CITY OF POMONA BLOCK WALL PROCEDURE

Please complete the following items in order:

1. Draw a site plan and illustrate the location, length and height of the block wall on the back side of the Block Wall Standard. Provide an elevation showing the appearance and material of the wall.
2. Complete the Fence and Wall Permit application and submit to the Planning Division.
3. For walls in front yard or street side of a property, complete the Encroachment application and submit to the Public Works Department.
4. Submit the Planning and Public Works approvals with all documents to Building & Safety for building permit issuance.

CONTACT INFORMATION

For questions related to block wall material and height, contact:

Planning Division 909-620-2446

For questions related to encroachment, contact:

Public Works Department 909-620-2281

For questions related to fees, contact:

Building and Safety Division 909-620-2371



City of Pomona — Building and Safety Division Masonry (Block) Wall

A building permit is required for any masonry (block) wall that is over 2 feet high.
Please provide a site-plan of your property on the back of this handout.

This standard is not for Retaining Walls.

For Retaining Walls please provide a Site Plan with Structural Calculations by a Licensed Engineer.

FOOTING OPTION "A"

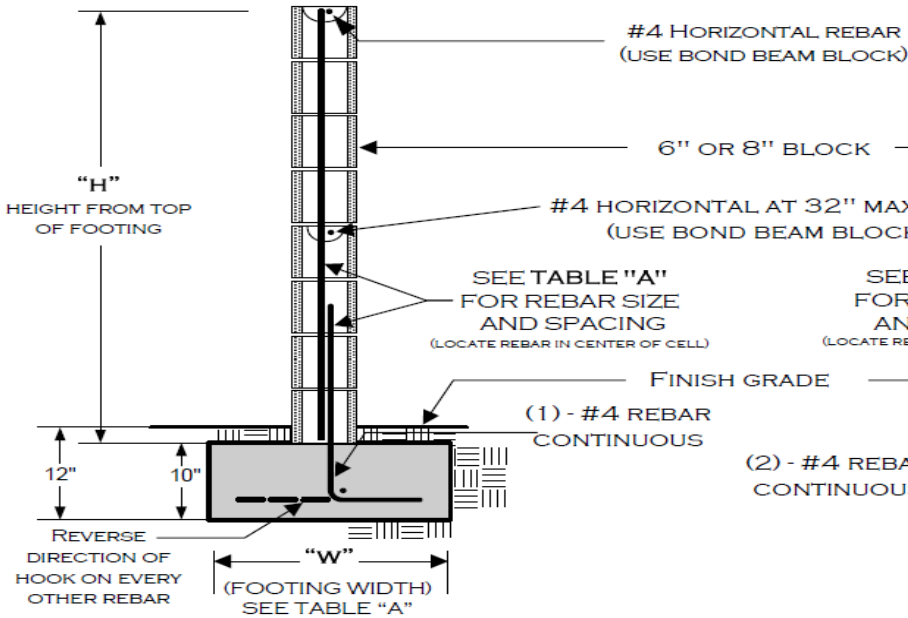
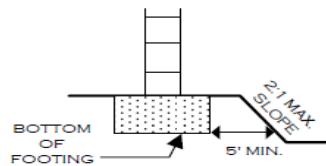


TABLE "A"		
"H"	"W"	VERTICAL REINFORCEMENT
3'	17"	#4 @ 48" O.C.
4'	20"	#4 @ 48" O.C.
5'	23"	#4 @ 48" O.C.
6'	29"	#4 @ 24" O.C.

ALL FOOTINGS ADJACENT TO SLOPES TO BE AT LEAST 5' TO DAYLIGHT AS SHOWN BELOW.



FOOTING OPTION "B"

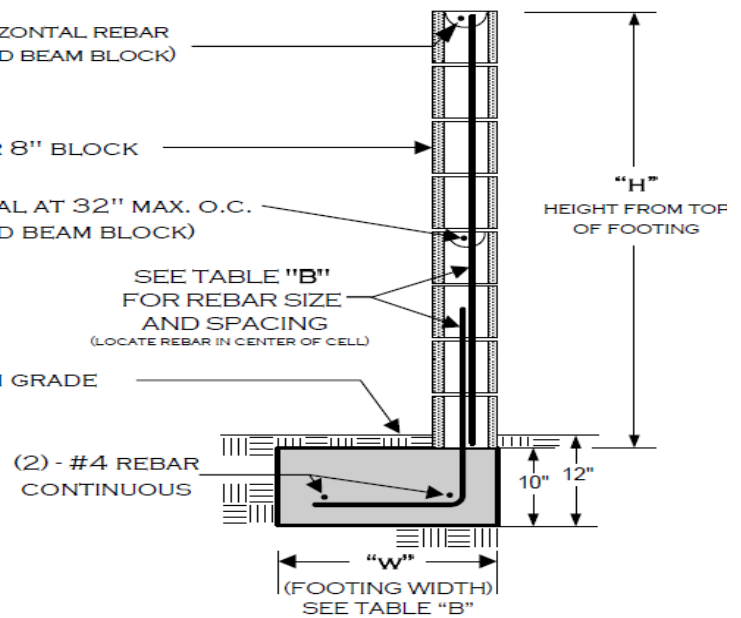


TABLE "B"		
"H"	"W"	VERTICAL REINFORCEMENT
3'	19"	#4 @ 48" O.C.
4'	22"	#4 @ 48" O.C.
5'	29"	#4 @ 48" O.C.
6'	34"	#4 @ 24" O.C.

NOTES:

1. Grout **ONLY** the cells containing rebar. This wall is **NOT** designed for all cells to be grouted.
2. All rebar to be ASTM spec. A615, Grade 40 minimum.
3. All rebar lap splices to be 24" minimum.
4. All masonry units to be ASTM C-90 Grade N.
5. Rebar to be centered in masonry cells.
6. For footings and foundations use concrete with a minimum strength of 2500 psi @ 28 days.

The following inspections are required:

1. **FOOTING:** Excavation trench clean with steel in place and supported 3" above and away from the surrounding earth/dirt.
2. **REBAR/PRE-GROUT:** Bond beam rebar and vertical rebar in place – inspection prior to placing grout.
3. **FINAL:** after grout is placed — prior to any decorative cap placement.

DISCLAIMER: Alternate designs may be possible when provide with an engineered analysis. Use of this standard design is at the user's risk and carries no implied or inferred guarantee against failure or defects.

INDICATE BLOCK WALL MATERIAL AND FINISH. (to be completed by Planning Department)

Front Finish: _____

Back Finish: _____

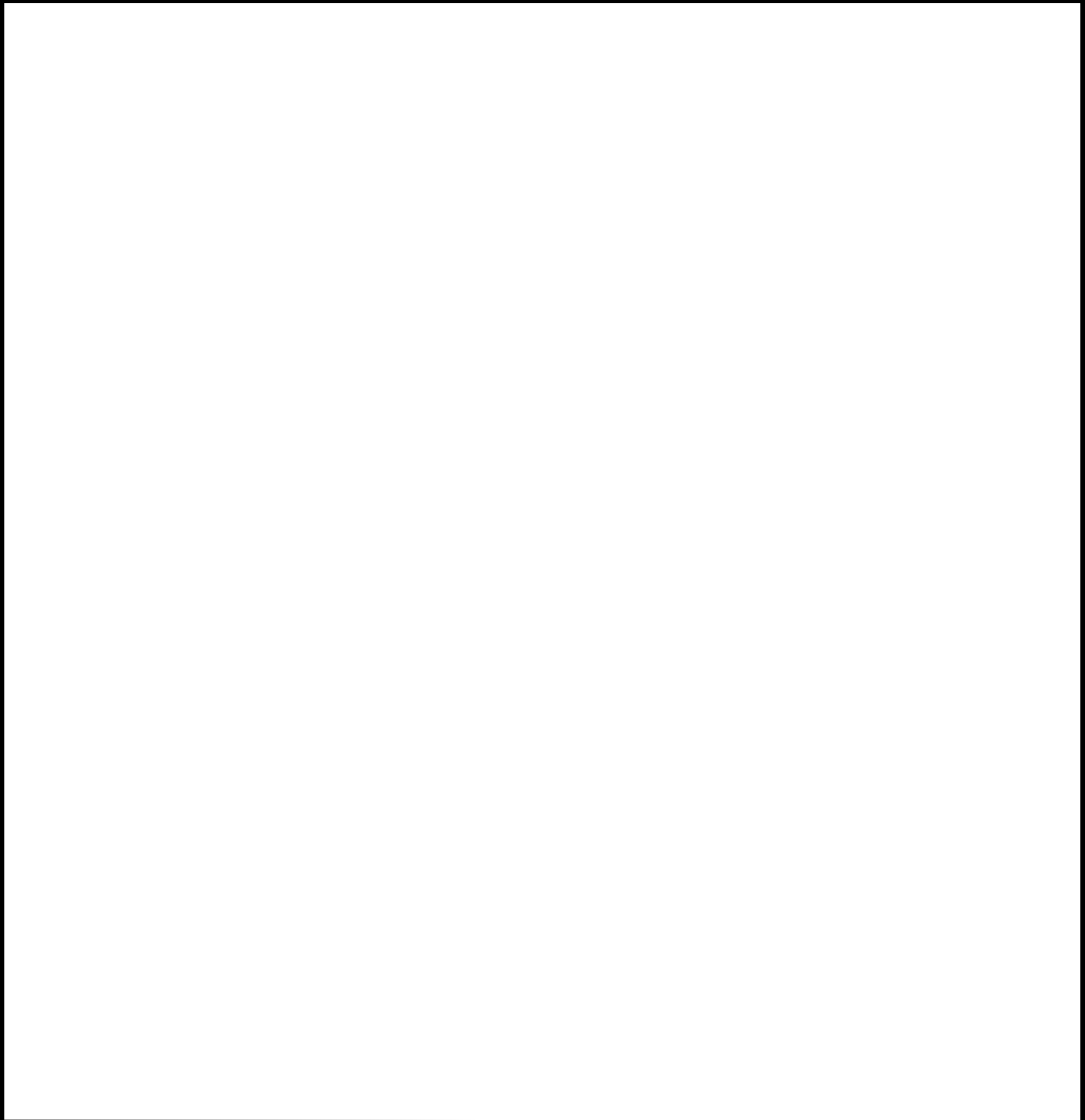
Cap Required: YES NO

Plan Attached: YES NO

Site Plan: YES NO

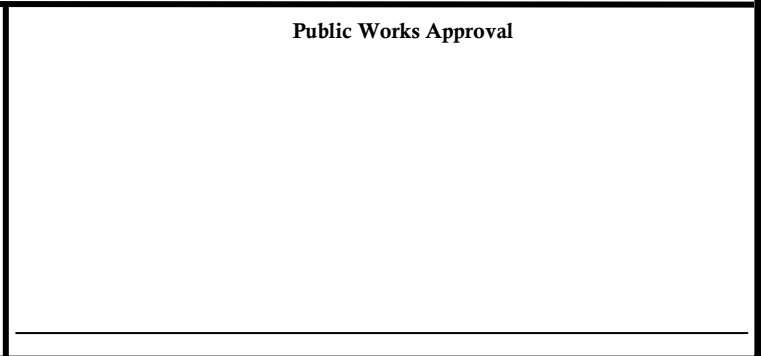
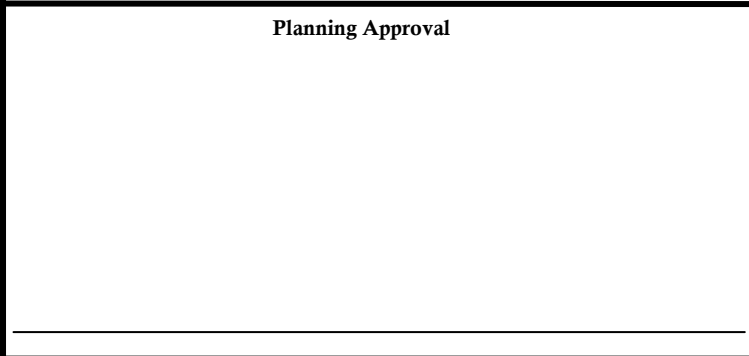
SITE PLAN

Please provide a drawing of your property and the location of the proposed wall.



Planning Approval

Public Works Approval





City of Pomona Planning Division

FENCE & WALL PERMIT APPLICATION

OFFICE USE ONLY

CASE NO: _____

DATE RECEIVED: _____

RECEIVED BY: _____

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

PLEASE CONTACT THE PLANNING DIVISION AT (909) 620 -2191 FOLLOWING CONSTRUCTION COMPLETION OF FENCE/ WALL FOR FINAL REVIEW AND APPROVAL.

GENERAL INFORMATION

Project Address:

Project Description (indicate the fence/wall location, height, and proposed material):

APPLICANT

Name:

Phone/Email:

Address:

PROPERTY OWNER

Name:

Phone/Email:

Address:

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 three (3) sets of the following:

**** PLEASE NOTE: THE CITY OF POMONA DOES NOT ACCEPT INCOMPLETE APPLICATIONS AND ALL DOCUMENTS ARE REQUIRED AT THE TIME OF SUBMITTAL. ****

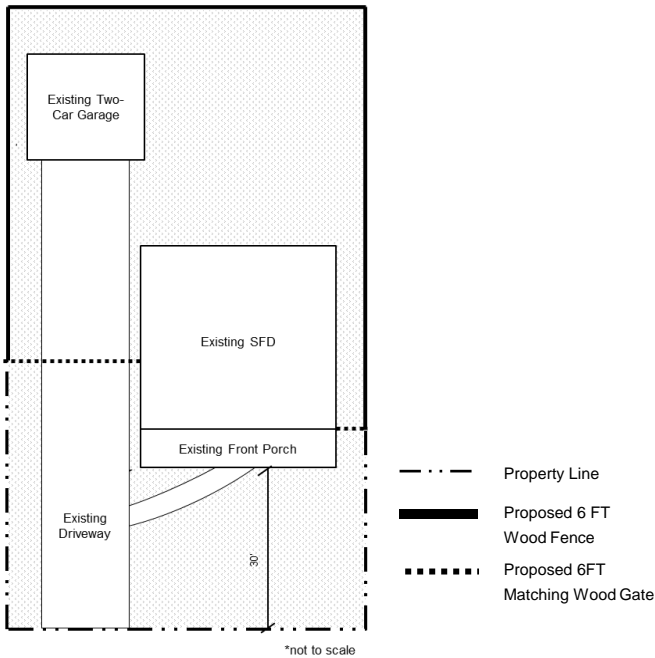
PLOT PLAN

Provide a site plot plan (8½"x11") to show information on fences and walls at the Project Address for the property. 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.

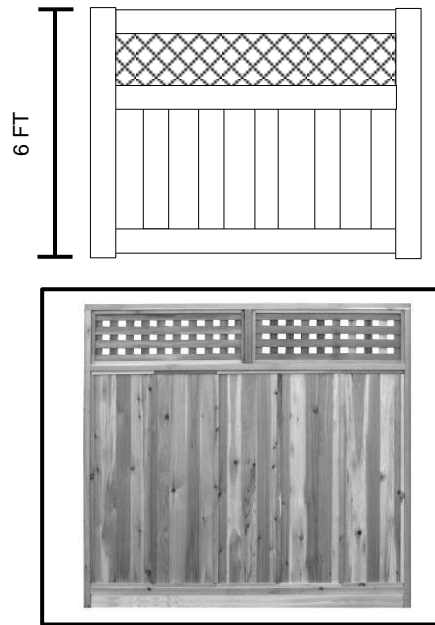
ELEVATIONS/PHOTO/BROCHURES

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

EXAMPLE PLOT PLAN



EXAMPLE ELEVATION/PHOTO/BROCHURES



APPLICATION:

APPROVED

DENIED

Planner _____ *Date*

COMMENTS: _____

EXPIRATION DATE: _____ **(180 days from permit issuance)**

FINAL PLANNING APPROVAL

Planner _____ *Date*

ENCROACHMENT APPLICATION FORM

We would like to apply for an encroachment permit for constructing in the City right-of-way.

DESCRIPTION OF WORK:

OWNER

APPLICANT

ADDRESS

CITY – STATE – ZIP CODE

TELEPHONE NUMBER

DATE

INDEMNITY AGREEMENT

In consideration of the City of Pomona granting to _____, Hereinafter referred to as "Applicant," owner of property as shown on the attached plan, and described in the Encroachment Permit attached. Applicant hereby agrees to indemnify, defend and hold the City, its officers, agents and employees, free and harmless from any and all liabilities, claims, demands, actions, losses, damages or costs, including all costs of defense thereof, caused by, arising out of, or in any way related to the Applicant's use or occupancy of the encroachment, or occurring on the encroachment during the term of this agreement, which shall remain in effect as long as the encroachment identified on the encroachment permit remains within the City right-of-way. Upon demand, Applicant shall at their own expense, defend the City, its officers, agents, and employees, against all such liabilities, claims, demands, actions, losses, damages or costs.

Should the City require the relocation of this encroachment from its right-of-way, it will be the responsibility of the property owner.

All the terms and conditions of this agreement shall be binding upon the applicant, their heirs, executors, administrators, successors and assigns.

DATED: _____

Applicant:

(Signature)

Permit No. _____

(Signature)