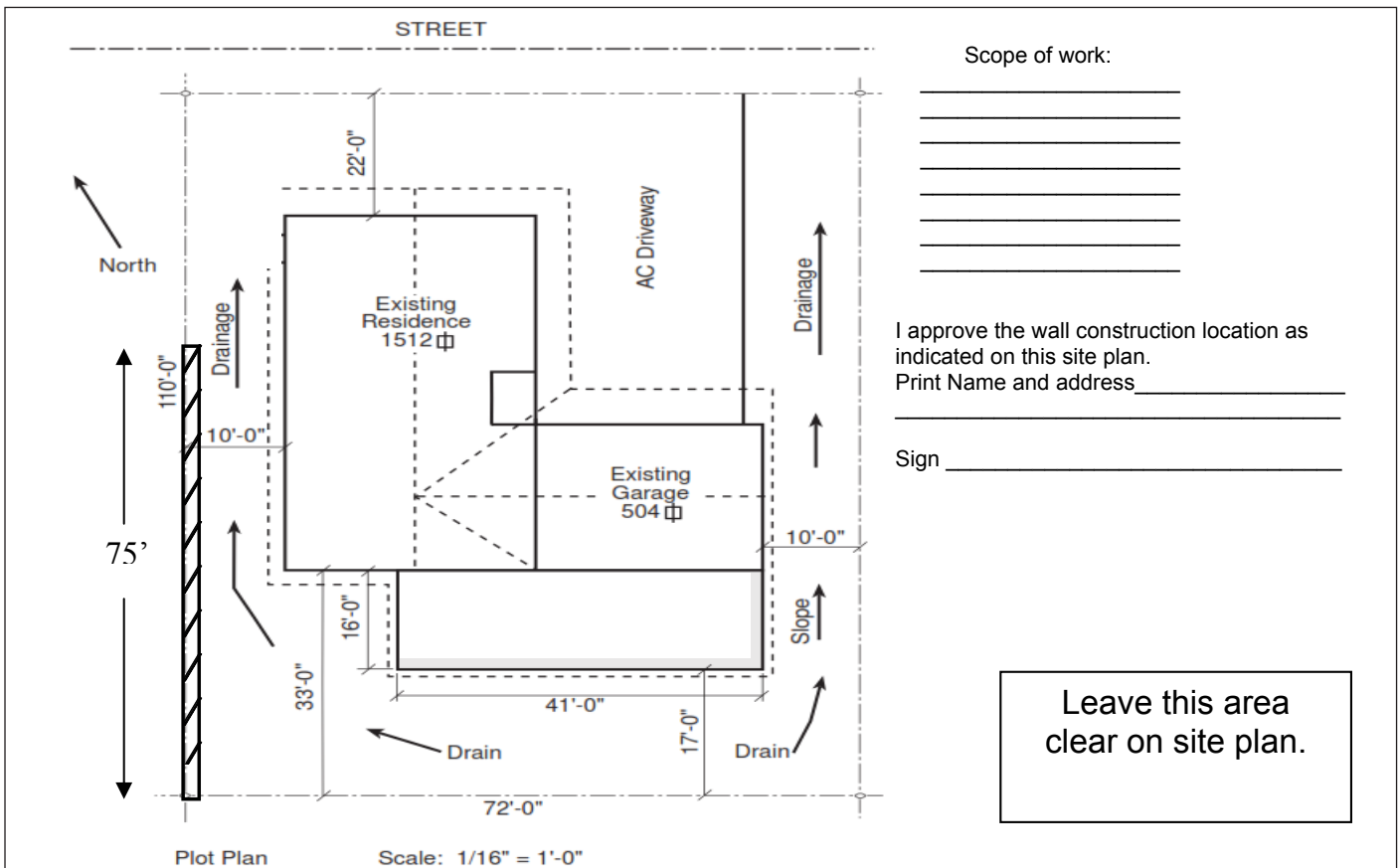


**WALL / FENCE PLAN  
 REQUIREMENTS**

**General Requirements:**

- The minimum paper size is 18" x 24".
- Plans must be complete, legible, accurate and drawn to scale.
- Provide three (3) sets of plans with each submittal.
- Address and owner information must be on plans.
- Signatures on the site plan from all neighbors where walls/fences are being constructed on or within 5' of property lines. When signatures cannot be obtained, a stamped and signed property survey by a licensed surveyor can be used in lieu of the signature; the surveyor will need to perform a final inspection/certification PRIOR to final inspection from Building and Safety. Walls cannot be reconstructed or newly constructed on property lines.
- Include complete scope of work.
- Include all property lines, existing structures, and driveways.
- Location of proposed wall, including length and height, and distance from existing structures.
- No writing/drawing in lower right corner.
- No required information can be taped on plans.

PLOT PLAN FOR ILLUSTRATION ONLY



**Building & Safety Policy #2017-**

**The construction of new or the replacement of block walls/fences within 5 feet of the property line**

INTENT

This policy is intended to offer options for construction of new or replacement of block walls/fences within 5 feet of property lines. The intent is to minimize Civil Litigations.

SCOPE

The City of Ventura does not allow construction of new or the replacement of walls/fences on property lines without a recorded easement. This policy is intended for customers who want to construct a new or the replacement of a wall/fence within 5 feet of the property line.

POLICY

Obtain the signature of the adjoining property owner(s) on the site plan, this must be a wet signature of the property owner(s) and cannot be a photo copy. If a signature cannot be obtained then the following option is acceptable:

1. Provide a stamped and signed property survey by a State of California Licensed Surveyor. The surveyor must stamp and sign all copies of the site plan(s). The licensed surveyor is required to perform a final inspection/certification verifying the new wall/fence location PRIOR to final inspection from Building and Safety.
2. *Projects located in the designated Hillside Area must obtain Land Development Approval Letter prior to submitting at the B & S Counter.*

In addition to one of the above items please refer to our Wall/ Fence Plan Requirements (attached).

**Building & Safety Policy #2017-**

**The construction of a new or the replacement of block walls/fences on the property line.**

INTENT

This policy is intended to offer an option for construction of new or for the replacement of block walls/fences on property lines. The intent is to minimize Civil Litigations.

SCOPE

The City of Ventura will allow construction of new or the replacement of walls/fences on property lines with a Recorded Easement. This policy is intended for customers who want to construct a new or for the replacement of a wall/fences on the property line.

POLICY

1. Provide a Recorded Easement with the County Recorder's Office for the new wall/fence construction. All properties affected by the construction must be included in the easement.
2. *Projects located in the designated Hillside Area must obtain Land Development Approval Letter prior to submitting at the B & S Counter.*

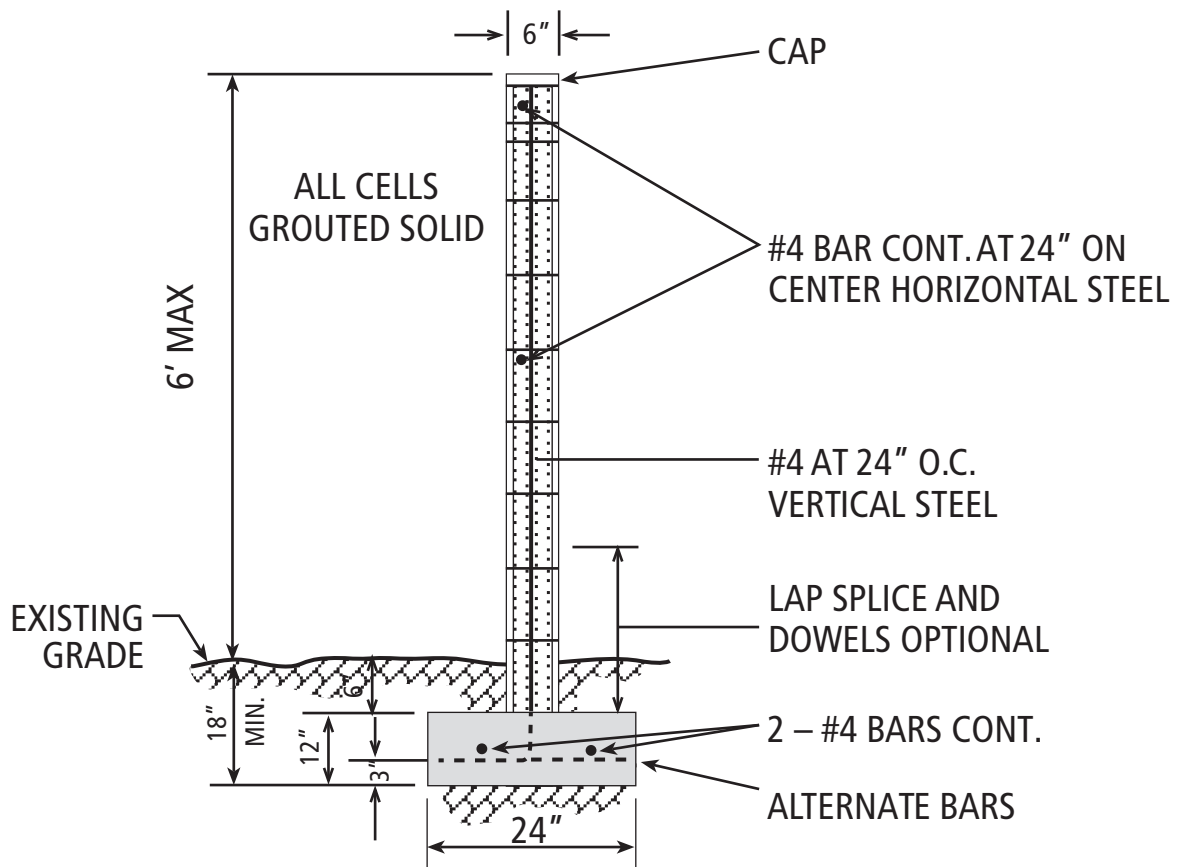
In addition to one of the above items please refer to our Wall/ Fence Plan Requirements (attached).

## BLOCK WALL STANDARD

### MUST BE BUILT EXACTLY TO THESE SPECIFICATIONS

#### Specifications:

1. Footings should be level, or if ground slopes, use step footings. Each step should be of a height to fit masonry system. All excavations shall be extended into firm soil and shall be clean and contain no loose earth or foreign matter.
2. Minimum soil bearing to be 1000 psf.
3. For footings and foundations, use concrete with a minimum strength of 2500 psi @ 28 days
4. Grout ASTM C476
5. Mortar mix: Type S  $f'_m=1500$  psi
6. Lap vertical steel 40 bar diameters. (24" minimum)  $f_s=20,000$  psi
7. Concrete masonry units: ASTM C90 Concrete Block, Grade A
8. 4 ft max. lift subject to building inspector verification
9. Walls cannot be reconstructed or newly constructed on property lines



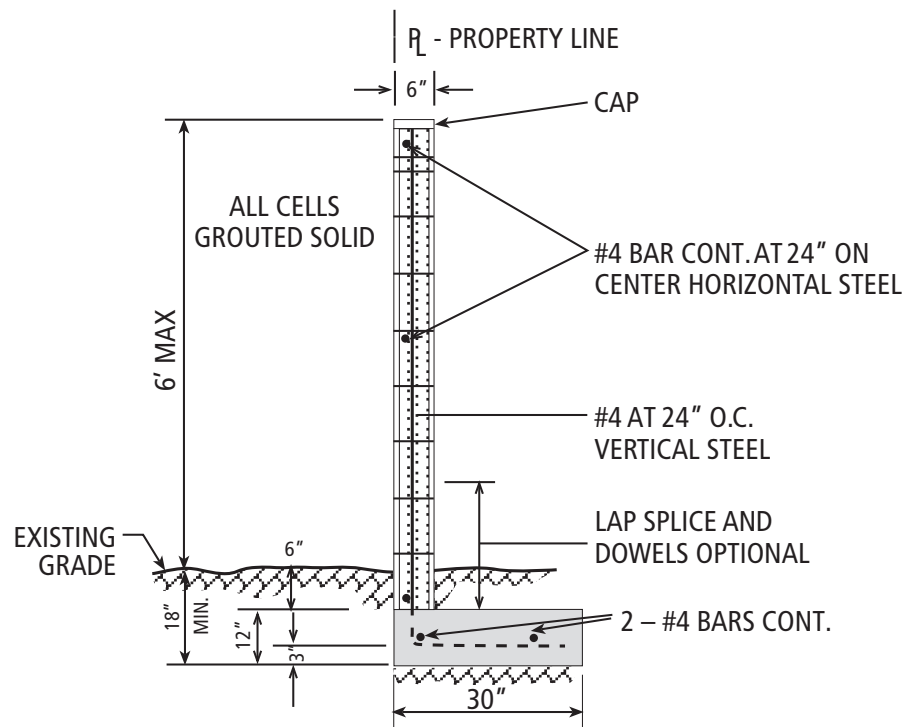
**THIS HANDOUT IS NOT INTENDED TO TAKE THE PLACE OF ANY LAWS OR REGULATIONS**

**BLOCK WALL STANDARD  
(ALTERNATE)**

**MUST BE BUILT EXACTLY TO THESE SPECIFICATIONS**

**Specifications:**

1. Footings should be level, or if ground slopes, use step footings. Each step should be of a height to fit masonry system. All excavations shall be extended into firm soil and shall be clean and contain no loose earth or foreign matter.
2. Minimum soil bearing to be 1000 psf
3. For footings and foundations, use concrete with a minimum strength of 2500 psi @ 28 days
4. Grout ASTM C476
5. Mortar mix: Type S  $f'_m=1500$  psi
6. Lap vertical steel 40 bar diameters. (24" minimum)  $f_s=20,000$  psi
7. Concrete masonry units: ASTM C90 Concrete Block, Grade A
8. 4 ft max. lift subject to building inspector verification
9. Walls cannot be reconstructed or newly constructed on property lines



**HOURS:** Monday, Tuesday, Wednesday and Friday, 7:30 a.m. to 5:00 p.m.  
Thursday 9:00 a.m. to 5:00 p.m.  
City Hall closed alternate Fridays

**LOCATION:** Ventura City Hall, 501 Poli Street, Room 117

**PHONE:** (805) 677-3941

**MAILING ADDRESS:** P.O. Box 99, Ventura, CA 93002-0099

**SCE PLANNING:** 805-654-7444