



## RESIDENTIAL FENCE INSTALLATION

Fences over seven feet high require a Building Permit. Fence height is the vertical distance from the highest point of the fence (excluding post caps) to the finish grade adjoining the fence. In a case where the finish grade is different for each side of the fence, the grade with the highest elevation shall be utilized in determining the fence height. Fences constructed on top of a retaining wall require a building permit regardless of the fence height. Cupertino Municipal Code 16.28 will provide additional specific information.

ANY TIME YOU ARE CONSTRUCTING A NEW FENCE OR REBUILDING YOUR FENCE CONTACT THE PLANNING DEPARTMENT AT (408) 777-3308 TO VERIFY IF ANY LOCAL ORDINANCES WILL APPLY TO YOUR FENCE CONSTRUCTION.

**To obtain a building permit, three sets of plans including the following information shall be submitted to the Building Department:**

1. Full site plan showing the location of the building and property lines.
2. Indicate on the plans the location of the fence that is over six feet high.
3. Provide construction details for the proposed fence (i.e., footings, fence framing, height, material, and related retaining wall, if any).
4. Structural calculations and details are required for fences over seven feet in height.
5. Approval letter from adjoining property owners. The form letter can be obtained from the Planning Department.

**Two inspections are required for fence installations:**

1. The post hole inspection should be scheduled after the post holes are dug.
2. The final inspection should be scheduled after all the work is complete.

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE  
CITY OF CUPERTINO'S BUILDING DEPARTMENT  
AT (408) 777-3228 BETWEEN 7:30 AM TO 12:00 PM AND  
1 PM TO 4:30 PM MONDAY THROUGH FRIDAY.**