



# CITY OF DELANO

Community Development Department

1015 Eleventh Avenue

P.O. Box 3010

Delano, California, 93216

Phone: (661) 721-3340 - Fax: (661) 721-2135

## DEVELOPMENT APPLICATION FORM

Application Type: \_\_\_\_\_ Application No.: \_\_\_\_\_

An asterisk (\*) indicates required information

**Primary Contact\***, check all that apply:    *Applicant*    *Owner*    *Other:*

Name/Company/Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Owner's Information\* (Required)

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

<sup>1</sup>Assessor's Parcel Number(s)\*: \_\_\_\_\_

Property Address or Location: \_\_\_\_\_

Name of Shopping Center or Industrial Park: \_\_\_\_\_

*(Sign Plan Programs only)*

Existing Use(s) of the Property\*: \_\_\_\_\_

Property Size\*: Square Feet \_\_\_\_\_ or Acres \_\_\_\_\_

Zoning District: \_\_\_\_\_

General Plan Designation: \_\_\_\_\_

### Sign Description *(see Definitions, Examples and Measurement Guides on pages 3-5)*

(check all that apply):

Changeable Copy / Message Board

Double-faced

Free Standing / Pole

Ground / Monument

Illuminated

Marquee

Painted on Wall

Pole

<sup>1</sup> You may obtain the assessor's parcel number by contacting the Kern County Assessor's Office at 661-868-3485 or on line at [http://www.assessor.co.kern.ca.us/prop\\_search.php](http://www.assessor.co.kern.ca.us/prop_search.php)

**Sign Permit or Sign Plan Program Application Form**

Under Marquee  
Temporary Sign (banners, flags, etc.)

Wall

**Approximate Valuation of Sign:** \$ \_\_\_\_\_

Please Submit **two color copies** of the following drawings and details. Please include an electronic format of the sign plan.

- Site plan showing all existing and proposed signs on property.
- Wall Elevations with dimensions and sign locations.
- Drawing(s) depicting height, width, and depth of proposed sign(s). Include details showing how sign is attached to wall or ground.
- Drawing(s) of proposed sign showing text, logos, colors, and any other information of the sign with dimensions.
- Any Electrical and Structural Engineering details.

**CERTIFICATION AND ELECTRONIC SIGNATURES\***

I, the property owner, do hereby authorize the applicant designated herein to act as my representative during the review process by City staff and agencies.

\_\_\_\_\_  
Owner's e-Signature (Required)

I, the applicant, do hereby declare under penalty of perjury that the facts and information contained in this application, including any supplemental forms and materials, are true and accurate to the best of my knowledge.

\_\_\_\_\_  
Applicant's e-Signature

***This Space is for Staff Use Only***

Receipt No: \_\_\_\_\_ Total Paid: \$ \_\_\_\_\_ Application No. \_\_\_\_\_

Received by: \_\_\_\_\_

Comments:

## Sign Permit or Sign Plan Program Application Form

### Sign Types and Definitions:

- WALL:** A sign affixed or painted directly on an exterior wall or solid fence, the principal face of which is parallel to the wall or fence.
- HANGING:** A sign attached to and located below any eave, roof, canopy, awning or bracket.
- WINDOW:** Any sign printed, attached, glued or affixed to or behind a window or within six (6) feet of the inside, designed to be viewed by the public from streets, malls or parking lots.
- PROJECTING:** A sign which projects from and is supported by a wall of a building, with the display surface of the sign perpendicular to the building wall. Projecting signs are also known as blade signs.
- AWNING:** Any sign or graphic attached to or painted on an awning or awning canopy.
- GROUND:** Any sign which is supported by one or more uprights or braces on the ground, not to exceed six (6) feet in heights above grade measured at the adjacent right-of-way.
- MONUMENT:** A ground sign generally having a low profile with little or no open space between the ground and the sign and having a structure constructed of masonry, wood, or materials similar in appearance.

### Examples and Measurement Guides:





