



Community Development Department  
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## POSTING PUBLIC HEARING SIGNS

DEAR APPLICANT/DEVELOPER:

As part of the review process of your project, you are required by Ordinance to post signs on the project site to provide public notice of your proposal. These signs are required for all tentative parcel/tract maps (Section 16.16.060 A.3), as well as general plan amendments, specific plans, and zone changes (Section 17.64.050 B.6). All costs associated with the construction, installation, maintenance and removal of these signs shall be borne by the applicant/developer.

Signs shall be designed in accordance with the attached diagram ("*Design Standards for On-site Posting*") and as noted below. Prior to installation of the signs, the applicant/developer shall contact the assigned project planner to confirm information on the sign is correct, the number of signs required, and that their locations of sign placement (key map) are in compliance with the ordinance and these instructions.

Size: 4' high x 8' wide (32 sq. ft. area)

Color: black letters on a white background

Letter style: all capital letters in bold, block style sans serif type (Arial and Helvetica type styles are most common); height of major letters shall be 4" and minor letters shall be 2" (web site references may be lower case and smaller to fit the intended area)

Sign face: copy may be painted directly on plywood, or may be printed on a corrugated plastic or similar waterproof material that is adhered to a ½"-wide plywood base

Sign materials: sign shall be mounted on two minimum 4" x 4" wood posts (or equivalent metal or composite materials) that are pressure-treated or for exterior use; sign face shall be minimum ½"-wide plywood (or equivalent material for exterior use)

Sign orientation: single-sided signs should face or be parallel to the street; double-sided signs should be perpendicular to the street

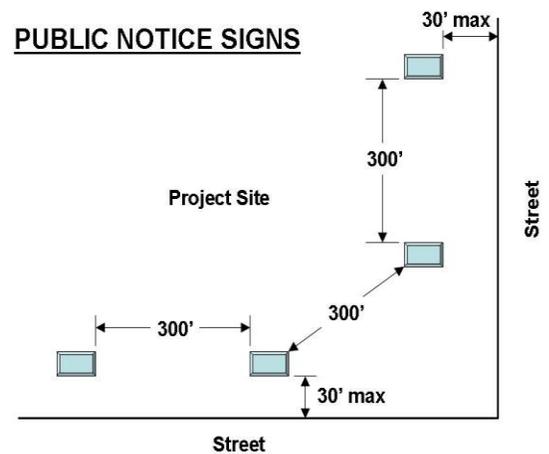
Sign placement: signs shall be placed no further than 30 feet from the edge of the street; the Planning Director may allow a larger distance based on physical constraints or obstructions, or for public safety (ie. vehicular site-line, etc)

Signs must be posted between 20 - 60 days before the public hearing date. One (1) sign shall be posted for every 300 feet of street frontage but no more than two (2) signs are required along each street. Signs shall not be setback more than 30 feet from the street (see diagram). Sign permits are not required from the City for installation of these signs.

Once the signs are posted, the applicant/developer must submit proof of posting to the project planner within 5 days of installation that includes photographs of all signs, a key map showing the location(s) of where the sign(s) were installed, and a signed "Declaration of Posting" (use attached form). **If photographs, key map and declaration are not submitted, the public hearing for the project will be postponed until the signs are posted and proof of posting is provided.**

All signs shall be maintained in readable condition by the applicant/developer and remain on the property until the end of the appeal period or until final action is taken by the City Council, whichever is later. At the end of that period, the applicant/developer must remove the signs within 10 days. If you have questions about posting your property, please contact the project planner assigned to your application at (661) 326-3733.

(Updated Mar. 2015)





Community Development Department  
Douglas N. McIsaac, Director

## DECLARATION OF POSTING PUBLIC HEARING NOTICE

I \_\_\_\_\_ declare that:  
*(print name)*

I am or represent the developer for an application of a *(check those that apply)*:

- |   |   |
|---|---|
| <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Tract/Parcel Map |
| <input type="checkbox"/> Zone Change            | <input type="checkbox"/> Specific Plan    |

and identified as File or Map No. \_\_\_\_\_.

- In accordance with the requirements of the Bakersfield Municipal Code Section 16.16.060 A.3 or Section 17.64.050 B.6, as applicable, I posted or caused to be posted, the sign(s) located at

\_\_\_\_\_  
*(location)*

as pictured on the attached exhibit *(attach photographs of all posted signs, and key map showing the location(s) and distances of where sign(s) were placed)*, on \_\_\_\_\_.  
*(date)*

- I declare under penalty of perjury under the laws of the State of California that the above recitals are true and correct.

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(date)*

**NOTE:** Prior to installation of signs, the applicant/developer shall contact the assigned project planner to consult/confirm that information on sign(s) is correct, the number of sign(s) required, and that the locations of sign placement, and distance measurements (key map) are in compliance with the ordinance and these instructions.

Signs shall be posted on the property subject to the above-noted land use application between 20 and 60 days before the public hearing before the Planning Commission. If the signs are not posted within that time, and if photographs, a key map demonstrating the location of the signs and a signed and legible copy of this "Declaration of Posting" are not filed with the Planning Department within 5 days of the date when all required signs are posted, the public hearing for the project will be postponed until the signs are posted and adequate proof of posting has been submitted.

Project descriptions must be specific enough to give the public a clear idea of what is being proposed:

<u>Acceptable:</u> <ul style="list-style-type: none"> <li>• 100-lot single family subdivision</li> <li>• 64-unit apartment project</li> <li>• 8-lot industrial subdivision</li> <li>• 400,000 sq.ft. shopping center</li> <li>• 40-acre mixed use commercial development</li> </ul>	<u>Not Acceptable:</u> <ul style="list-style-type: none"> <li>• GPA/ZC</li> <li>• APN xxx-xx-xxx</li> <li>• Residential</li> <li>• Urban development</li> <li>• Houses</li> </ul>
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# CITY OF BAKERSFIELD DESIGN STANDARDS FOR ON-SITE POSTING



(BOLD BLACK LETTERS ON A WHITE BACKGROUND)

