

## Sign and Temporary Sign, Application

Date Submitted: \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

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

**Phone :** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**Owner's Name:** \_\_\_\_\_

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

**Phone:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**Contractor Name:** \_\_\_\_\_

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

**Phone:** \_\_\_\_\_

**Use or Business served by signage:** \_\_\_\_\_

**Address of proposed sign(s):** \_\_\_\_\_

**Type of Sign(s):** \_\_\_\_\_ **Sq ft ea. sign:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APN #:** \_\_\_\_\_

**Zoning:** \_\_\_\_\_

I \_\_\_\_\_, acting as owner (lessee) (agent of the owner/lessee) am authorized to act on behalf of the subject property for the purpose of submitting this application for signage to the City of Selma and the information contained on this application and the submitted materials is believed to be true and correct.

List Proposed Sign(s) or Temporary Signs proposed. Attach a plan for the location of the proposed sign on subject property; also if it is attached to a building, provide plans showing building and sign elevations.

Sign Type (banner, flag, sign, etc...)	Quantity	Sign Size (Dimensions)	Sign Surface Area sqft	Time period (if temporary)
1.				
2.				
3.				
4.				

**Signature:** \_\_\_\_\_

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

**SIGN APPLICATION SUBMITTAL REQUIREMENTS:**

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\_\_\_\_\_ 3 copies of dimensioned site plans showing, location of all existing and proposed signage, buildings, structures and parking facilities on the parcel. (Not required for tenants in a multi tenant building unless proposing a free standing sign)

\_\_\_\_\_ 3 copies of dimensioned elevations showing all existing and proposed wall signs.

\_\_\_\_\_ 3 copies of dimensioned elevations of all proposed free standing signs (include description of fascia materials)

**FOR OFFICIAL USE**

**Application #:** \_\_\_\_\_

**Fee Received:** \_\_\_\_\_

**Date Received:** \_\_\_\_\_

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

**REVISED: 6-3-22**

### **Applicable Sign Regulations**

One of the City’s concerns is to have quality development with visual effects that fit the character of the area. Paramount to this is the visual quality of the development. Signs plan a key role to merchants and developers wishing to identify a use or activity. Signs can also become excessive, visually unsightly, confusing, and even dangerous.

**Permit Needed:**

All signs and temporary signs are required to have a permit prior to displaying the sign. Such a permit will include Planning Division review and approval. Sign and Temporary Sign approvals are issued by the City of Selma Community Development Department. Approvals are typically a quick and routine matter, however, the Community Development Director reserves the authority to refer applications to Planning Commission or City Council. Both the Planning Division and Building Division staff reviews the application for compliance with sign, building and other applicable regulations.

**Sign and Temporary Sign Standard Regulations**

Signs are regulated per the City of Selma Municipal Code, Title 11 – Zoning, Chapter 28 – Sign Regulations. All sections within Chapter 28, will be applicable to the review of the sign review process.

Temporary Signs are regulated per the City of Selma Municipal Code, Title 11 – Zoning, Chapter 28 – Sign Regulations, Section 11-28-7 – Temporary Signs. Temporary Signs may include but are not limited to: Single-Family Home, Leasing or Sales signs, Banners, Pennants, Nongovernmental Flags, and Balloons. Specific to temporary noncommercial signs of a religious, charitable, civic, educational, or cultural nature, provided that such sign is not posted, flown, or hung for any period longer than 10 consecutive days per calendar year and shall be limited to being posted, flown, or hung only on the streetlight pole nearest to the Selma Arts Center building. Only one such flag per calendar month shall be permitted. Approved signs shall not display a message, graphic presentation, or other image that is obscene as defined by section 311 of the California Penal Code. Approved signs shall be subject to the standard sign permit fee unless waived at the discretion of the City Council. If more than one organization requests a permit for the same calendar month, the permit will be issued to the organization which submits the permit application first.