

CITY OF PALMDALE PLANNING DIVISION
PROCEDURES FOR PROJECT SITE SIGN POSTING

In order to increase public awareness of pending development proposals requiring public hearings, the City of Palmdale has included "Project Site Sign Posting" in its public hearing notice procedures. The applicant of a proposed project scheduled for a public hearing before the City Council, Planning Commission, or Planning Manager is required to post a sign with public hearing information, which will be visible to the public right-of-way from the subject site. Late or inaccurate sign posting will cause postponement of the public hearing for the case.

CASES REQUIRING SITE PLAN POSTING:

- Annexations
- Appeals
- Amendments, Revisions or Extensions of Time
- Conditional Use Permits
- General Plan Amendments
- Prezone Changes
- Site Plan Reviews
- Specific Plans
- Subdivisions
- Tentative Maps
- Variances
- Zone Changes

SIGN SPECIFICATIONS:

1. SIZE: Dimensions shall be 4' x 8' (see Figure 1).
2. HEIGHT: Sign shall be six feet in height (see Figure 1).
3. MATERIALS: ½ inch plywood (minimum). Sign shall be constructed with 4" x 4" supporting posts placed at a minimum depth of 2' with 2" x 4" cross supports as shown in the diagram (see Figure 1).
4. LOCATION: A minimum of 5' inside the property line in residential zones and a minimum of 1' inside the property line in commercial and industrial zones. The sign shall be located in the area most visible to the public on the project site.
5. COLOR: Background color varies (Cyan, Blue, Green, Lavender, Orange, Red) with black lettering (see Figures 2 through 13).
6. LETTERING: Shall be block style.
7. LIGHTING: Shall **NOT** be illuminated.
8. Sign shall include **ONLY** the information provided by the assigned planner. If it becomes necessary to revise the information required on the sign, such as a change in the

number of lots or square footage of buildings, it shall be the responsibility of the applicant to obtain approval of such revision(s) from the assigned planner.

SIGN SCHEDULE:

1. Sign shall be posted a minimum of 10 days prior to the hearing date. It shall be the responsibility of the applicant to contact the Planning Division to obtain the appropriate date and time.
2. Hearing date on the sign shall be changed for Commission items which are continued or are to be heard by the City Council including, but not limited to, Zone Changes, General Plan Amendments, Specific Plans, and appealed items. Said date shall be changed a minimum of 11 days prior to the hearing.
3. Sign shall be removed within 14 days following the Planning Commission hearing date or **IMMEDIATELY** following final City Council action. It is recommended that the cost of sign removal be included in a sign contract with the sign company.

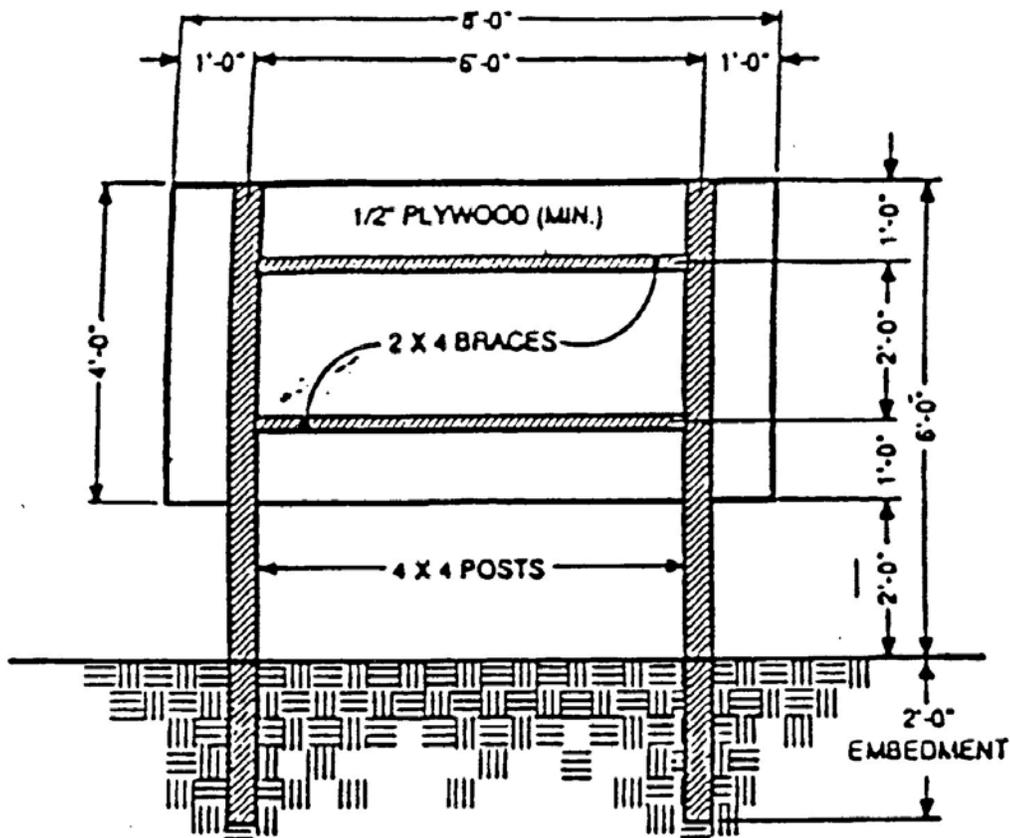


Figure 1

 <p>Conditional Use Permit</p>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
		 PALMDALE Planning Division For more information 661/267-5200 cityofpalmdale.org

Figure 2

 <p>Site Plan Review</p>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
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Figure 3

<h1 style="font-size: 100px; margin: 0;">T</h1> <h2 style="font-size: 24px; margin: 0;">Tentative Tract Map</h2>	Project	
	Hearing Date & Time	
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	
Application Number		 <p style="margin: 0;">PALMDALE Planning Division For more information 661/267-5200 cityofpalmdale.org</p>

Figure 4

<h1 style="font-size: 100px; margin: 0;">P</h1> <h2 style="font-size: 24px; margin: 0;">Tentative Parcel Map</h2>	Project	
	Hearing Date & Time	
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	
Application Number		 <p style="margin: 0;">PALMDALE Planning Division For more information 661/267-5200 cityofpalmdale.org</p>

Figure 5

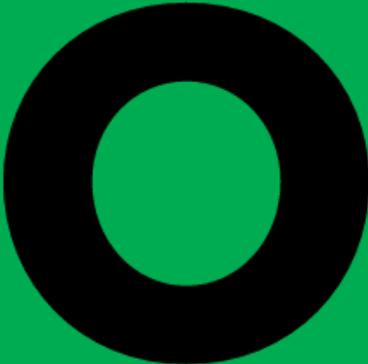
 <p>Zoning Ordinance Amendment</p>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
		 PALMDALE Planning Division For more information 661/267-5200 cityofpalmdale.org

Figure 6

 <p>Zone Change</p>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
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Figure 7

 <p>General Plan Amendment</p>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
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Figure 8

 <p>Specific Plan/ Specific Plan Amendment</p>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
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Figure 9

<h1 style="font-size: 100px; margin: 0;">V</h1> <h2 style="font-size: 24px; margin: 0;">Variance</h2>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____



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Figure 10

<h1 style="font-size: 100px; margin: 0;">A</h1> <h2 style="font-size: 24px; margin: 0;">Appeal</h2>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____



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Figure 11

<h1 style="font-size: 100px; margin: 0;">X</h1> <h2 style="font-size: 24px; margin: 0;">Annexation</h2>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
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Figure 12

<h1 style="font-size: 100px; margin: 0;">M</h1> <h2 style="font-size: 24px; margin: 0;">Multiple Requests</h2>	Project	_____
	Hearing Date & Time	_____
	Council Chamber 38300 Sierra Highway, Suite B Palmdale, CA 93550	
	Request	_____
	Application Number	_____
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Figure 13