



AGENDA

PLANNING COMMISSION

TUESDAY JUNE 23, 2026

The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.

Notice is hereby given that the Planning Commission will hold a Regular Meeting, on June 23, 2026 in the City Council Chambers, 155 West Durian Avenue, Coalinga, CA.

Persons with disabilities who may need assistance should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. Anyone interested in translation services should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. The Meeting will begin at 6:00 p.m. and the Agenda will be as follows:

CALL MEETING TO ORDER (6:00 PM)

Pledge of Allegiance

CHANGES TO THE AGENDA

ROLL CALL

Commissioners:

- Chairman Stoppenbrink*
- Vice Chairman Hill*
- Commissioner Helmar*
- Commissioner Yeadon*
- Commissioner Papietro*

Staff:

- Sean Brewer, Interim City Manager*
- Shannon Jensen, City Clerk*

PUBLIC COMMENTS

Under Government Code 54954.3 members of the audience may address the Commission on any item of interest to the public or on any agenda item before or during

the Commission's consideration of the item. State law prohibits the Planning Commission from acting on non-agenda items.

INFORMATION/CONSENT CALENDAR

1. Meeting Minutes for Approval 2-10-2026

PUBLIC HEARINGS

1. Adopt Resolution No. 026P-004 for Preliminary Approval for a Mural Application with Conditions (MUR 26-01) and Approval of the Mural Artist at 555 E Elm

DISCUSSION AND/OR POTENTIAL ACTION ITEMS

DEPARTMENT REPORTS

COMMUNICATIONS

1. Staff Announcements
2. Commissioner Announcements
3. Chairman Announcements

ADJOURN



Staff Report- Chairman and Planning Commission

Subject: Meeting Minutes for Approval 2-10-2026
Meeting Date Tuesday, June 23, 2026
Project Location:
Applicant:
Owner:
Prepared By:

I. RECOMMENDATION:

II. BACKGROUND:

III. PROPOSAL AND ANALYSIS:

IV. FISCAL IMPACT:

V. REASONS FOR RECOMMENDATION:

ATTACHMENTS:

Description

- ☐ Minutes for Approval 2/10/26

MINUTES

PLANNING COMMISSION

155 W. Durian Avenue, Coalinga, CA 93210

Tuesday, February 10, 2026

The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.

CALL MEETING TO ORDER (6:02PM)

Pledge of Allegiance

CHANGES TO THE AGENDA

Assistant City Manager Jesse Barron announced the following changes to the Agenda:

None

ROLL CALL

Commissioners: Chairman Stoppenbrink
Vice Chairman Hill - Absent
Commissioner Helmar - Absent
Commissioner Papietro
Commissioner Yeadon

Staff: City Manager, Sean Brewer – Absent
Assistant City Manager, Jesse Barron
City Clerk, Shannon Jensen - Absent

PUBLIC COMMENTS

Under Government Code 54954.3 members of the audience may address the Commission on any item of interest to the public or on any agenda item before or during the Commission's consideration of the item. State law prohibits the Planning Commission from acting on non-agenda items.

INFORMATION/CONSENT CALENDAR

1. Adopt Resolution No. 026P-002 Recommending the City Council Review and Accept the 2025 Annual Progress Report (APR) for the City's 6th Cycle Housing Element and General Plan

Assistant City Manager Jesse Barron presented the annual report.

*Motion by Helmar, Second by Yeadon to Approve Information/Consent Calendar Item No. 1. Motion **Approved** by a 3/0 Majority Voice Vote. (Hill and Helmar – Absent)*

PUBLIC HEARINGS

None

DISCUSSION AND/OR POTENTIAL ACTION ITEMS

None

DEPARTMENT REPORTS

Assistant City Manager Jesse Barron provided a brief report of current City projects.

COMMUNICATIONS

1. Staff Announcements

None

2. Commissioner Announcements

None

3. Chairperson Announcements

None

ADJOURN 6:11PM

APPROVED:

Chairperson / Vice Chairperson

ATTEST:

Shannon Jensen, City Clerk

Date



Staff Report- Chairman and Planning Commission

Subject: Adopt Resolution No. 026P-004 for Preliminary Approval for a Mural Application with Conditions (MUR 26-01) and Approval of the Mural Artist at 555 E Elm

Meeting Date Tuesday, June 23, 2026

Project Location: 555 E Elm Ave., Coalinga, CA

Applicant: Mohammed Ali, 555 E. Elm Ave, Coalinga CA 93210

Owner: Mohammed Ali, 555 E. Elm Ave, Coalinga CA 93210

Prepared By: Jesse Barron, Assistant City Manager

I. RECOMMENDATION:

Staff recommends that the Planning Commission adopt Resolution No. 026P-004 for recommending approval with conditions to the City Council for a mural application (MUR 26-01) and approval of the mural artist at Tropicana Supermarket located on the northwest corner of North Grant Street and East Elm Avenue/SR 33 at 555 East Elm Avenue, Coalinga, CA 93210 (APN 071-132-19).

II. BACKGROUND:

On May 7, 2026, the City of Coalinga received a mural application (MUR 26-01) to utilize the south-facing wall of the Tropicana Supermarket located on the northwest corner of North Grant Street and East Elm Avenue/SR 33. The project site is a 0.63-acre, lot developed with a supermarket (Tropicana Supermarket). The site is currently zoned and designated General Commercial (CG). In accordance with the Coalinga Mural Guidelines and Procedures, a mural application is required for all mural proposals within the City. On May 19, 2026, the City of Coalinga Community Development Department deemed the mural application complete and accepted the application for review.

III. PROPOSAL AND ANALYSIS:

The project proposes a 56-foot by 18-foot mural along the south-facing wall of the existing building – the main entrance to the building. The mural is approximately 1,062 square feet that encapsulates the entirety of the south facing wall. The artist proposes to use exterior all weather acrylic paints with a variety of colors (green, orange, brown, yellow, etc.). There is existing signage on the south-facing wall which will be required to be removed and reinstalled after these areas are painted. A rendering of the proposed mural is attached as Exhibit A.

Mural Guidelines Analysis

As described in more detail below, City staff have determined the proposed project is in substantial

conformance with the Mural Guidelines adopted by the City.

1. *The emphasis of the murals will be on artistic expression and must not include an advertisement or be commercial in nature. All murals must comply with City ordinances that prohibit indecency or obscenity in public.*

The proposed mural is provided as an artistic expression and does not include any advertisement for the existing business. The proposed mural does not include any indecent or obscene depictions.

2. *Murals shall not contain copy, lettering, symbols or references directly to the promotion of any product, business, brand, organization, service, cause or place. Murals may contain limited commercial elements so long as they are not considered commercial speech with the purpose of promoting a commercial transaction. For those mural applications that may contain limited commercial elements, the Planning Commission will ask the question - "If the business on which the mural is located were to move, would the mural still be good quality art and something the community would want to remain?" If so, the mural is not considered commercial speech or advertisement but rather pure art.*

The proposed mural does not contain copy, lettering, symbols or references directly promoting any product, business, brand, organization, service, cause or place. There are no commercial elements. Therefore, the mural complies with this requirement.

3. *Murals shall not be merely an extension or enlargement of a sign. If the theme of the mural is to promote a business, brand, organization, service, cause or place, it shall meet all requirements of a sign pursuant to the City of Coalinga Municipal Code.*

The proposed mural is not an extension or enlargement of a sign. Therefore, the mural complies with this requirement.

4. *Not more than 1% of the mural will contain the name of a sponsor and/or sponsor product likeness. The artist's signature shall not be more than 1% of the mural.*

The artist's signature is not depicted on the proposal; however, the project will be conditioned to restrict the size of the artist's signature to 1% or less of the overall mural size.

5. *Temporary murals will receive, as is reasonably practicable, expedited review by the Planning Commission. Temporary murals shall be required to comply with the provisions of these guidelines and will be removed no later than one year after completed. After one year, if there is a desire for the mural to remain in place, the owner will resubmit a mural application and follow the standard process as outlined herein.*

This project is not proposed as a temporary mural. Therefore, this requirement does not apply to the proposed mural.

6. *Mural artists will be required to demonstrate their ability and experience to create high quality, well designed and well executed murals and/or art. The artist must provide the Planning Commission a portfolio of work that is reflective of the style of the proposed mural. This will be used to help determine whether the artist will be able to uphold the standards for quality art within the City of Coalinga. For those artists without a portfolio of work, the Planning Commission will consider other presented forms of art that demonstrate an ability to create a quality mural.*

The artist has provided their portfolio of work and is included as Exhibit A. The artist is new to mural art; however, their artwork portfolio provides all relevant art they have created in the past 7 years.

7. *New murals erected without receiving proper approval and that did not go through the mural application and approval process will be required to retroactively go through the process. Property owners will have 30 days after receiving notification to submit a mural application after which the mural will be deemed a sign and subject to all sign permitting requirements. The retroactive mural applications will be required to comply with all mural guidelines and must receive City Council approval. Murals that fail to be approved will be removed within 30 days after the denial at the property owners expense.*

The mural is going through the mural application and approval process, and therefore, this requirement does not apply.

Surrounding Land Use Setting:

The proposed project is also compatible with surrounding uses. These uses are detailed in the table below.

| Direction | Zoning |
|-----------|--------------------------------------|
| South | General Commercial |
| West | General Commercial |
| East | General Commercial |
| North | Residential Traditional Neighborhood |

Mural Procedures

The adopted mural guidelines and procedures document outline the steps for approval of mural applications. Typically, the mural application would be heard by the Planning Commission two (2) times: first for preliminary approval of the mural rendering then a second time for approval of the mural artist. Considering staff has all the necessary and required materials for the Planning Commission to make a determination on both items, staff recommend this item be heard by the Planning Commission only once.

Environmental Considerations

The project has been reviewed in compliance with the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and has been determined to be categorically exempt (Class 1) pursuant to Section 15301 of the CEQA Guidelines regarding existing facilities.

Under Section 15301/Class 1, the proposed project is exempt from CEQA requirements when the project consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The key consideration is whether the project involves negligible or no expansion of use.

This project involves an existing, permitted building and use in the General Commercial (CG) zone district. The project is a proposed mural along the exterior of the entrance, which involves negligible expansion of existing commercial uses.

Based on the analysis contained above, none of the exceptions to Categorical Exemptions set forth in CEQA Guidelines, Section 15300.2 apply to this project.

IV. FISCAL IMPACT:

There is no fiscal impact.

V. REASONS FOR RECOMMENDATION:

The appropriateness of the proposed project has been examined with respect to its consistency with goals and policies of the Coalinga General Plan, the Coalinga Municipal Code, and the adopted Mural Guidelines; its compatibility with surrounding existing uses; and its avoidance or mitigation of potentially significant adverse environmental impacts. These factors have been evaluated as described above. Upon consideration of this evaluation, it can be concluded that Mural Application No. MUR26-01 is appropriate for the subject property. Staff recommends the Planning Commission recommend approval of the mural application with conditions to the City Council.

ATTACHMENTS:

Description

- ☐ Resolution No 026P-004
- ☐ Exhibit A

RESOLUTION 026P-004

A RESOLUTION OF THE CITY OF COALINGA PLANNING COMMISSION APPROVING A MURAL APPLICATION NO. 26-01 (TROPICANA SUPERMARKET) AND ENVIRONMENTAL REVIEW FOR THE DEVELOPMENT OF A NEW MURAL LOCATED ON THE NORTHWEST CORNER OF NORTH GRANT STREET AND EAST ELM AVENUE/SR 33

WHEREAS, the City of Coalinga Community Development Department received an application for a mural (MUR 26-01) at the northwest corner of North Grant Street and East Elm Avenue/SR 33; and,

WHEREAS, the proposed project requires approval of a mural application, in accordance with the adopted City of Coalinga Mural Guidelines and Procedures; and

WHEREAS, appropriate applications were filed and deemed complete by the Coalinga Community Development Department on May 19, 2026; and

WHEREAS, a rendering of the proposed mural is attached to the staff report as Exhibit A; and

WHEREAS, the project has been determined to be exempt from CEQA processing under the provisions of CEQA Guidelines Section 15301 (Class 1) related to existing facilities; and

WHEREAS, the subject application was reviewed for compliance with all applicable sections of the Coalinga Municipal Code and the adopted Mural Guidelines and Procedures; and

WHEREAS, the Planning Commission completed its review of the proposed mural and information contained in the staff report at its meeting on June 23, 2026; and

WHEREAS, the Planning Commission has made the following findings based on the mural proposal:

- The proposed mural is provided as an artistic expression and does not include any advertisement for the existing business. The proposed mural does not include any indecent or obscene depictions;
- The proposed mural does not contain copy, lettering, symbols or references directly promoting any product, business, brand, organization, service, cause or place. There are no commercial elements. Therefore, the mural complies with this requirement;
- The proposed mural is not an extension or enlargement of a sign;
- The artist's signature is not depicted on the proposal but is conditioned to be restricted to 1% or less of the overall mural size;
- The project is not proposed as a temporary mural;
- The artist has provided their portfolio of work and is a licensed art teacher, has taught art for 15 years around the world, is a licensed contractor for painting and retains liability insurance to paint murals in California; and
- The mural application is receiving proper approval and going through the mural application and approval process.

NOW THEREFORE BE IT RESOLVED, that the Planning Commission does recommend approval of the Mural Application and Environmental Review to the City Council for application No. MUR 26-01 subject to the conditions below.

- COA-1 The property owner and applicant shall provide to the Community Development Director or their designee a proposed agreement which identifies the terms and conditions under which the mural will be applied. These terms and conditions include, but are not limited to, specification regarding the mural (location, size, concept and content, type of paint/media), identification of ownership of the mural image and use thereof, expected timeframe for completion, long term mural maintenance, circumstances under which the mural may be removed by the City and/or property owner (i.e., lack of maintenance or disrepair), proof of liability insurance, and landscape removal and replacement or protection if any.
- COA-2 The artist's signature shall be restricted to 1% or less of the overall mural size.
- COA-3 The mural shall be maintained in good condition at all times. Any damage, fading, peeling, graffiti, or other deterioration shall be promptly repaired or addressed.
- COA-4 The mural shall be completed substantially in accordance with the approved sketch, concept, and proposed artwork presented. If the final mural is substantially different from the approved concept, the City may request that the mural be modified or removed.

PASSED AND ADOPTED, by the City of Coalinga Planning Commission at their regularly scheduled meeting held on the 23rd Day of June 2026.

AYES:

NOES:

ABSTAIN:

ABSENT:

Planning Commission Chairman/Vice Chairman

ATTEST:

City Clerk/Deputy City Clerk

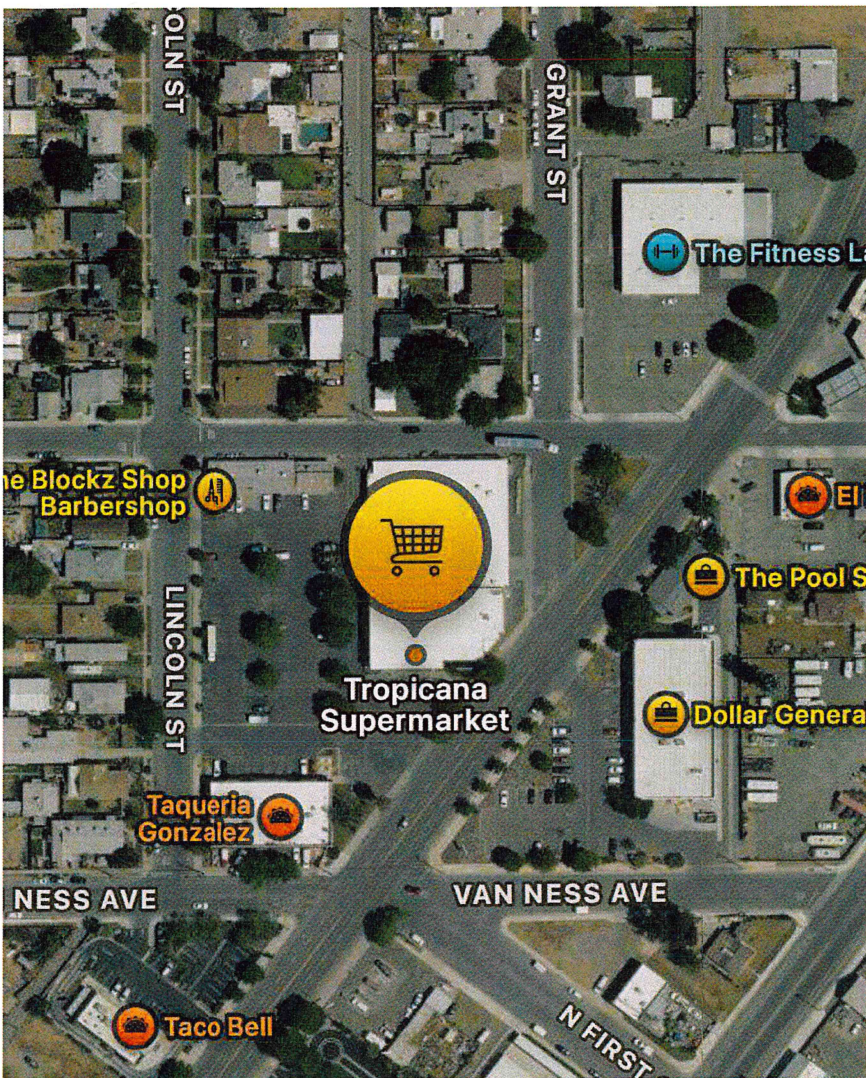
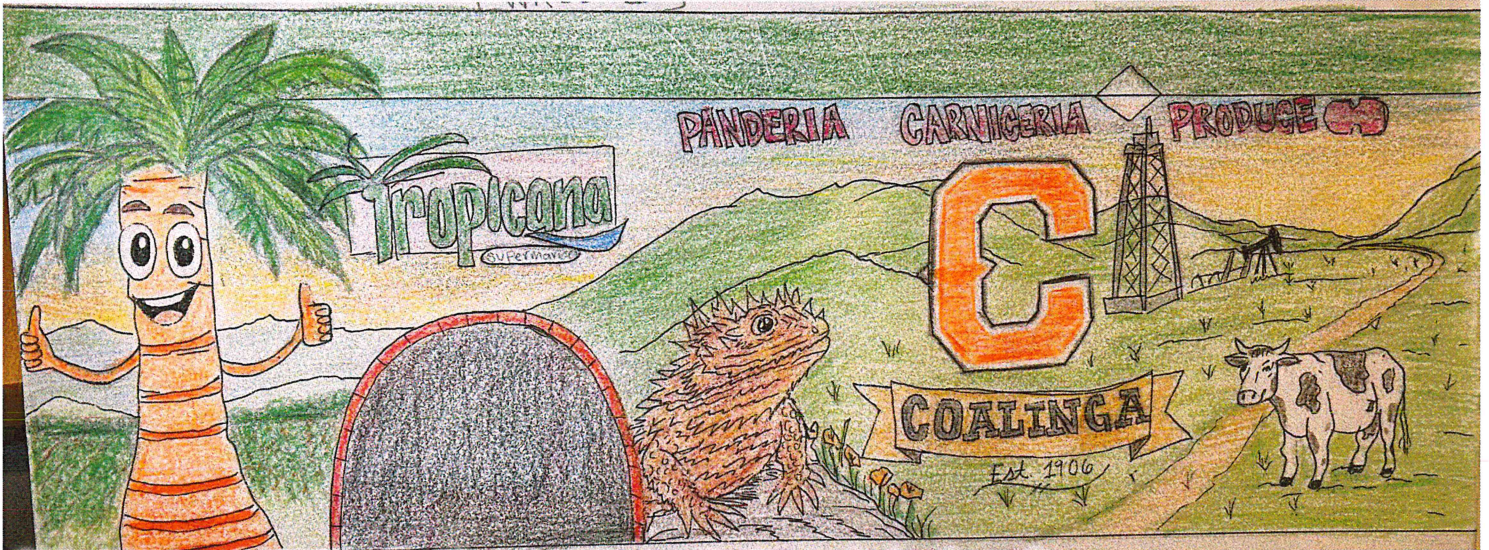




Photo image of hand drawn sketch: pencil, color pencils, pen, 1:12 scale



(AI generated realistic version of sketch below)



Building location:
 555 E. Elm Ave
 Coalinga, CA
 93210

Exterior all weather
 acrylic paints;
 variety of green,
 orange, brown, etc.
 + protective sealant

Total wall dimensions: 59'x20' (1118 sq ft)

Total mural size: 59'x18' (1062 sq. Ft.)



SIGN PERMIT / MASTER SIGN PERMIT APPLICATION

City of Coalinga, Community Development Department
 155 W. Durian Avenue, Coalinga, CA 93210
 (559) 935-1533

COMMUNITY DEVELOPMENT PERSONNEL ONLY

--- THIS SECTION SHALL BE COMPLETED BY COMMUNITY DEVELOPMENT PERSONNEL ONLY ---

| | | | |
|-------------------|---|------------|------------|
| FILE NUMBER | SP- MUR-216-01 | RECEIPT #: | R00334410 |
| PROPERTY ADDRESS: | 555 E Elm | DATE: | 5/11/2026 |
| CITY: | Coalinga | AMOUNT: | 88.00 |
| STATE: | CA | BY: | D. Ramczyk |
| ZIP: | 93210 | NOTES: | |
| ZONING: | | | |
| PROPERTY TYPE: | <input type="checkbox"/> RESIDENTIAL <input checked="" type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL | | |


SIGN INFORMATION

| | | | |
|--|---|------------------------------------|---|
| PROPERTY ADDRESS: | 555 E Elm Ave | ASSESSOR'S PARCEL NUMBER(S): | A T T A C H M A P |
| CITY: | Coalinga | | |
| STATE: | CA | | |
| ZIP: | 93210 | | |
| DESCRIPTION OF PROPOSED SIGNAGE: <small>(include the number of signs; indicate whether attached or freestanding; dimensions and total square footage)</small> | 1 design, attached, 59' x 18' (1062 sq. ft) community mural | | |

CONTACT PERSON

| | | | |
|-----------------|---------------------|--------|----------------------|
| NAME / COMPANY: | Trinidad M. Nunez | | |
| ADDRESS: | 560 Childers St #74 | | |
| CITY: | Coalinga CA | PHONE: | (559) 240 - 8252 |
| STATE: | California | FAX: | () - |
| ZIP: | 93210 | EMAIL: | tnunez-btz@gmail.com |

PROPERTY OWNER

| | | | |
|-------------------|------------------|---|-------------------------------|
| * PROPERTY OWNER: | Abdulh M Hbsain | ORIGINAL SIGNATURE REQUIRED | |
| ADDRESS: | 555 E Elm Ave. | X  | SIGNATURE OF PROPERTY OWNER * |
| CITY: | Coalinga. | | |
| STATE: | California | | |
| ZIP: | 93210 | | |
| DAYTIME PHONE: | (559) 836 - 7195 | DATE: | 05 - 07 - 2026 |

* PROPERTY OWNER IS DEFINED AS THE PERSON(S) WHO OWNS THE LAND/PROPERTY OR THE PROPERTY MANAGEMENT COMPANY WHO MAINTAINS THE SUBJECT BUILDING/SPACE AND HAS AUTHORITY OR POWER OF ATTORNEY TO SIGN LEGAL DOCUMENTS ON BEHALF OF THE PROPERTY OWNER(S).

PLEASE SUBMIT THIS APPLICATION IN PERSON TO THE COMMUNITY DEVELOPMENT DEPARTMENT AT CITY HALL OR VIA EMAIL AT SBREWER@COALINGA.COM. PAYMENT MUST BE MAILED TO CITY HALL AT 155 W. DURIAN AVENUE, COALINGA, CA 93210.

PLEASE PROVIDE THE FOLLOWING

PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY AS IT WILL ENSURE A MORE TIMELY APPROVAL OF THIS REQUEST
- INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED -

FILING FEE

PLEASE MAKE CHECK PAYABLE TO "CITY OF COALINGA".

ASSESSOR'S PARCEL MAP

MAP SHALL BE MARKED TO INDICATE PROJECT LOCATION.

PHOTOGRAPHS

PLEASE SUBMIT PHOTOS OF SUBJECT BUILDING(S); EXISTING SIGNAGE; AND SURROUNDING AREA.

SIGN PLANS – THREE (3) COPIES ARE REQUIRED

PLANS MUST BE DRAWN TO SCALE AND CONTAIN THE FOLLOWING INFORMATION:

- o Dimensions of subject property; lot lines; & existing driveways.
- o Streets adjoining the subject property.
- o Existing buildings & structures.
- o Setback dimensions of existing & proposed sign(s).
- o Existing off-street parking, loading & circulation areas.
- o The location of the proposed sign.
- o Dimensioned drawings of proposed sign(s) indicating height; width; lighting source; color; & materials to be used.

FOR "ATTACHED" SIGNS (INCLUDE THE FOLLOWING):

- o Dimensioned elevations of building(s) and occupancy frontage(s) including proposed location of sign on building frontage.

FOR "FREESTANDING" SIGNS (INCLUDE THE FOLLOWING):

- o Dimensioned elevations of the proposed free standing sign.
- o Dimensions of subject property; lot lines; & existing driveways.
- o Setback dimensions of existing & proposed signs.
- o Existing off-street parking; loading; & circulation areas.
- o The location of the proposed sign.
- o Show all property lines & setback to proposed sign.

MASTER SIGN PROGRAM (5 or more signs for a building or site)

MASTER SIGN PROGRAM APPLICATIONS SHALL CONTAIN ALL WRITTEN AND GRAPHIC INFORMATION NEEDED TO FULLY DESCRIBE THE PROPOSED SIGN PROGRAM, INCLUDING THE PROPOSED LOCATION AND DIMENSION OF EACH SIGN, AS WELL AS PROPOSED COLOR SCHEMES, FONT TYPES, MATERIALS, METHODS OF ATTACHMENT OR SUPPORT, AND METHODS OF ILLUMINATION.

SIGN PERMIT WORKSHEET

PLEASE REFER TO SIGN ORDINANCE (TITLE 9) FOR SIGN REGULATIONS

EXISTING SIGNAGE

PLEASE INDICATE THE NUMBER OF EXISTING "ATTACHED" SIGNS AS SHOWN ON SIGN PLANS 01

PLEASE INDICATE THE NUMBER OF EXISTING "FREESTANDING" SIGNS AS SHOWN ON SIGN PLANS 0

PROPOSED NEW SIGNAGE

PLEASE INDICATE THE NUMBER OF PROPOSED NEW "ATTACHED" SIGNS AS SHOWN ON SIGN PLANS 1

PLEASE INDICATE THE NUMBER OF PROPOSED NEW "FREESTANDING" SIGNS AS SHOWN ON SIGN PLANS 0

SURFACE AREA OF PROPOSED NEW "ATTACHED" SIGNAGE

- PROPOSED SIGN AREAS IS APPROXIMATELY 1062 SQUARE FEET
- PROPOSED SIGN AREAS IS APPROXIMATELY _____ SQUARE FEET
- PROPOSED SIGN AREAS IS APPROXIMATELY _____ SQUARE FEET
- PROPOSED SIGN AREAS IS APPROXIMATELY _____ SQUARE FEET

SURFACE AREA OF PROPOSED NEW "FREESTANDING" SIGNAGE

- PROPOSED SIGN AREAS IS APPROXIMATELY _____ SQUARE FEET
- DOUBLE SIDED = _____ SQUARE FEET
- PROPOSED SIGN AREAS IS APPROXIMATELY _____ SQUARE FEET
- DOUBLE SIDED = _____ SQUARE FEET

HEIGHT: PROPOSED NEW "FREESTANDING" SIGN IS APPROXIMATELY _____ FEET

FRONT SETBACK: _____ FEET SIDE SETBACK: _____ FEET

PLEASE SUBMIT THIS APPLICATION IN PERSON TO THE COMMUNITY DEVELOPMENT DEPARTMENT AT CITY HALL OR VIA EMAIL AT SBREWER@COALINGA.COM. PAYMENT MUST BE MAILED TO CITY HALL AT 155 W. DURIAN AVENUE, COALINGA, CA 93210.

SIGN PERMIT APPLICATION PROCEDURES

1. BUILDING PERMITS FOR SIGNS

SIGN BUILDING PERMITS ARE ISSUED TO LICENSED SIGN INSTALLATION CONTRACTORS, GENERAL CONTRACTORS, OR THE OWNERS OF THE PROPERTY WHEN SUCH OWNER IS UTILIZING THE ENTIRE PROPERTY FOR HIS/HER OWN USE. IN ADDITION TO THE ADMINISTRATIVE ZONING PERMIT, A BUILDING PERMIT IS REQUIRED TO ASSURE COMPLIANCE WITH THE 2019 BUILDING CODE AND THE 2016 ELECTRICAL CODE. UPON RECEIVING ZONING APPROVAL, THE APPLICANT SHALL OBTAIN A SIGN PERMIT FROM THE BUILDING DEPARTMENT. **PLEASE NOTE - NO FOOTINGS FOR A FREESTANDING SIGN SHALL BE POURED UNTIL STRUCTURAL COMPONENTS HAVE BEEN APPROVED BY THE BUILDING DEPARTMENT.**

2. SIGN PERMIT APPLICATION AND SIGN ORDINANCE AVAILABILITY

SIGN PERMIT APPLICATIONS MAY BE OBTAINED FROM THE PLANNING AND DEVELOPMENT DIVISION OF CITY HALL OR VIA THE CITY'S WEBSITE AT WWW.COALINGA.COM. CITY HALL IS LOCATED AT 155 W. DURIAN AVENUE, COALINGA, CA 93210. APPLICATIONS, AS WELL AS COPIES OF THE CITY'S SIGN ORDINANCE, ARE AVAILABLE AT THE FRONT RECEPTIONIST'S DESK. **PLEASE NOTE - APPLICATION(S) FOR A CITY SIGN PERMIT DOES NOT PRECLUDE AN APPLICATION BEING SUBMITTED TO THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR ERECTION OF SIGNS ON ALL APPLICABLE STATE RIGHT-OF-WAY AREAS.**

3. SUBMITTAL AND PROCESSING OF COMPLETED PERMIT APPLICATION

A COMPLETED PERMIT APPLICATION AND ALL ASSOCIATED FEES SHALL BE SUBMITTED TO THE PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT STAFF. STAFF SHALL REVIEW EACH PERMIT APPLICATION TO ASSURE THAT THE APPLICATION COMPLIES WITH THE CITY'S SIGN ORDINANCE. IF AN APPLICATION IS FOUND TO BE INCOMPLETE OR OTHERWISE INCONSISTENT WITH THE SIGN ORDINANCE, THE APPLICANT SHALL BE NOTIFIED WITHIN FIVE (5) WORKING DAYS FROM THE DATE RECEIVED. APPLICATIONS FOUND TO BE CONSISTENT WITH THE SIGN ORDINANCE SHALL RECEIVE AN ADMINISTRATIVE ZONING PERMIT AND SHALL SUBSEQUENTLY BE REVIEWED FOR COMPLIANCE WITH THE 2019 CALIFORNIA BUILDING CODE (BUILDING PERMIT FEE SHALL APPLY).

4. PERMIT APPLICATION INFORMATIONAL REQUIREMENTS

- (A) SIGN LOCATION (ADDRESS); LEGAL DESCRIPTION; AND ASSESSOR'S PARCEL NUMBER (APN).
- (B) DESCRIPTION OF ANY/ALL EXISTING SIGNAGE AND THEIR LOCATION ON THE PROPERTY.
- (C) DESCRIPTION OF PROPOSED SIGNAGE AND PROPOSED LOCATION ON THE PROPERTY. **PLEASE NOTE - THREE (3) COPIES OF SCALED DRAWINGS ARE REQUIRED AS SPECIFIED ON PAGE 2 OF THIS APPLICATION.**
- (D) SIGNATURE OF APPLICANT AND PROPERTY OWNER AUTHORIZING PLACEMENT OF SIGNAGE IS REQUIRED AS SPECIFIED ON PAGE 1 OF THIS APPLICATION.

5. DETERMINATION OF SIGNAGE DIMENSIONAL REQUIREMENTS

SIGNAGE SIZE AND NUMBER OF ALLOWANCES ARE DETERMINED IN ACCORDANCE WITH THE CRITERIA SET FORTH IN THE CITY'S SIGN ORDINANCE. PLANNING STAFF ARE AVAILABLE TO ANSWER ANY QUESTIONS THAT MAY ARISE IN THE INTERPRETATION OF ORDINANCE REQUIREMENTS.

6. SIGN PERMIT FEE

SIGN APPLICATION FEE: \$88.00 MASTER SIGN APPLICATION FEE: \$279.00

PLEASE SUBMIT THIS APPLICATION IN PERSON TO THE COMMUNITY DEVELOPMENT DEPARTMENT AT CITY HALL OR VIA EMAIL AT SBREWER@COALINGA.COM. PAYMENT MUST BE MAILED TO CITY HALL AT 155 W. DURIAN AVENUE, COALINGA, CA 93210.