POSTING REQUIREMENTS

Applicants/appellants shall post notice of the public hearing in compliance with the following.

1. Sign copy and layout shall be provided by PDSD, in 8.5” x 11” format.
2. Sign color: all lettering shall be black on a white background.
3. Finished signs shall be 24” x 31” with the longer dimension oriented vertically.
4. Sign faces shall be made of plywood, corrugated plastic sheet such as Coroplast®, or similar study material.
5. Signs shall be securely mounted to a minimum of one 2x2 inch wooden post or structural equivalent, buried at least 18 inches into the ground.
6. Bottom of sign shall be no less than 30 inches above grade.
7. Finished height shall be no more than six feet above grade.
8. Signs shall be installed no more than 30 days before and no less than 15 days before the public hearing date.
9. Signs shall be installed on the subject site, outside of and within 20 feet of the public right-of-way, in the location(s) as generally depicted on the posting location map provided by PDSD. Final location of the sign(s) shall be conspicuous, and shall not create a traffic hazard.
10. Within 15 days, prior to the date of the public hearing, the applicant shall submit to PDSD a notarized affidavit of posting (form provided by PDSD) together with the posting location map and a photograph of each sign installed on the site. (Notary service is available at PDSD.)
11. Signs shall remain installed on the site until no less than one day after the public hearing date.
12. Signs shall be maintained in good condition from the time they are installed until they are removed.
13. Signs shall be removed from the site no more than five days after the pubic hearing date.

Time stamp _____

AFFIDAVIT

Public Notice Posting

City of Tucson

I _____(full name),

_____(business name),

_____(business address),

Do hereby swear or affirm that on _____(date), I personally

Installed/supervised the installation of _____(number) of public notice

posters per City of Tucson requirements for case _____(case number)

on the subject property located at _____ (address/location).

_____(signature of declarant)

_____(date)

Notary:

Attachments:
Posting location map
Photograph of sign(s)