



**PIERCE COUNTY
PLANNING AND LAND SERVICES DEPARTMENT**

PROPERTY POSTING REQUIREMENTS

APPLICABILITY

Posting the subject property with a sign is a method of providing the public notice of a filed application for a proposed project. The subject property shall be posted with a sign(s) based upon the following types of permit categories:

- ✓ A yellow, **3- by 4-ft.** sign shall be posted for Conditional Use Permits, Preliminary Plats, Planned Development Districts, Nonconforming Use Permits, Public Facility Permits, Variances, Shoreline Conditional Use Permits, Shoreline Substantial Development Permits, Shoreline Variances, Wetland or Fish & Wildlife Variances, Wetland or Fish & Wildlife Reasonable Use Permits, Request for Removal of Development Moratorium, and all other cases that require a public hearing. **Sign fee: \$14.30**
- ✓ A yellow, **1-1/2- by 2-ft.** sign shall be posted for Administrative Use Permits, Administrative Nonconforming Use Permits, Minor Amendments, Short Plats, Large Lots, Plat Alterations, Binding Site Plans, Site Plan Reviews (S.P.R.), Conversion Option Harvest Plans (COHP) and Class IV-General Forest Practices Permits. **Sign fee: \$4.35**
- ✓ A white, 1-1/2- by 2-ft. sign shall be posted for Wetland and Fish & Wildlife Permit applications (Except Verifications). Sign fee: **\$4.35**

TIMING

When property posting is required for a permit category, a sign fee shall be paid at the time the application is filed. The applicant shall post the sign on the subject property within fourteen (14) days of the application filing date. The intent of posting of the sign(s) is to notify the public of the proposed activity. The sign shall remain posted until Notice of Application comment period has expired.

PLACEMENT OF SIGN

Location: The sign(s) shall be posted on the subject property at the principal entry point to the nearest right-of-way and/or as approved by the Department of Planning and Land Services.

- Direction:** When more than one road abuts the property, the sign(s) shall be directed toward the road having the greatest traffic volume.
- Height:** The lowest point of the sign(s) must be at least three (3) feet above the ground.
- Visibility:** The sign(s) shall be clearly visible from the abutting road and posted in such a manner so that no information on the sign is obscured from public view due to blockage by vegetation, fencing, or other structures.
- Posting:** The sign(s) may be attached to a structure or a pole. In no case shall the sign(s) be attached to utility poles or sign posts in public or private rights-of-way. Special measures may be required to secure the sign(s) depending on soil, wind, or other conditions.

LETTERING

Print the required information on the sign(s) using a permanent black marker. Size and space the lettering so that the information can be clearly and easily read from a short distance.

AFFIDAVIT OF POSTING

Immediately upon posting of the sign(s), an Affidavit of Posting (supplied with the sign) shall be completed, notarized and returned to the Department of Planning and Land Services, West Division. **The Affidavit of Posting is required within 28 days from the application filing date.**

FOR ADDITIONAL INFORMATION, please contact Pierce County Planning and Land Services Department, 2401 South 35th St., Tacoma, WA 98409 - Phone (253) 798-7037.