



# Site Posting Requirements

For Early Notification of Project Under Consideration (White Sign)

## POSTING SPECIFICATIONS

<p style="text-align: center;"><b>Early Notification of Project Under Consideration</b></p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p><b>Neighborhood Open House Meeting:</b> Date: Time: Location:</p> </div> <p>Site Address: _____, Scottsdale, AZ _____</p> <p><b>Project Overview:</b></p> <ul style="list-style-type: none"> <li>• Description of Request:</li> <li>• Description of Project and Proposed Use:</li> <li>• Site Acreage:</li> <li>• Site Zoning:</li> </ul> <p><b>Applicant Contact:</b> Phone Number: Email Address:</p> <p><b>City Contact:</b> Phone Number: Email:</p> <p>Pre-Application #: _____ Available at City of Scottsdale: 480-312-7000</p> <p><b>After submittal, project information is available at:</b> <a href="http://www.scottsdaleaz.gov/projects/ProjectsInProcess">www.scottsdaleaz.gov/projects/ProjectsInProcess</a></p> <p>Posting Date: <small>-Penalty for removing or defacing sign prior to date of last hearing -Applicant Responsible for Sign Removal</small></p>	<p>3½" Bold Letters</p> <p>2" Bold Letters</p> <p>1" Bold Letters</p> <p>1½" Bold Letters</p> <p>1" Bold Letters</p> <p>1½" Bold Letters</p> <p>1" Bold Letters</p> <p>1" Bold Letters</p> <p>¾" Bold Letters</p>
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1. 4' x 4' in size
2. Laminated plywood or MDO board
3. Front, back, and all edges painted with two coats of white acrylic exterior enamel
4. Black lettering sized per above (decals)
5. Sign attached w/ 6 screws to 2-4" x 4" x 8' wood poles

## SITE POSTING INSTRUCTIONS

1. Post site at least 10 working days prior to the 1st open house meeting or within 10 days of submittal, whichever is sooner. Please call your Project Coordinator if you have questions.
2. Provide the following proof of posting in the Citizen Review/ Neighborhood Involvement Report:
  - a) Notarized affidavit of posting
  - b) Date/Time stamped photo of sign posted on site
3. Maintain posting until 30 days after City Council hearing. Applicant responsible for sign removal.

### Possible Sign Vendors

You may use the sign vendor of your choice. This list is not an endorsement. You may use any sign provider.

1. Scottsdale Signs (Sign-A-Rama)  
480-994-4000
2. Dynamite Signs  
480-585-3031