



# JOINT REFERRAL COMMITTEE



## 30-Day Sign Posting Criteria

Certain JRC transaction types require the posting of signs notifying the public of the submitted abandonment request. The signs are posted for a 30-day period following the JRC's favorable review of the request. During this time the JRC Intake staff in Real Estate respond to phone calls and/or emails, and logs each communication by name and contact information for the caller, as well as their comments. PWE-Traffic Operations Division (TOD) staff post the signs.

Signs are usually posted within 3 days after the request has been reviewed and conditionally approved by the JRC, and a specific TOD work order for placement of the signs is issued and processed.

Applicants may be asked to meet with members of the community if the sign posting generates significant comments opposed to abandonment. In that case, the request will be placed on tabled or deferred status pending the hosting of the meeting by the applicant.

Sign posting is required for the following (and similar) transaction types:

- Paved/improved streets
- Unimproved street rights-of-way (abandonments and non-acceptances)
- Paved/improved public alleys (abandonments)
- Unimproved public alleys (abandonments and non-acceptances)
- Excess fee-owned land (non-bid sale)
- Excess fee-owned street right-of-way

Sign posting is not required for the following (and related) transaction types:

- Sanitary sewer easements
- Water line and water meter easements
- Fire hydrant easements
- Drainage easements
- Storm water easements
- Utility easements
- Building encroachments into streets / alleys
- Disclaimers