



Posted Sign Requirement Instructions

Many development applications require a sign to be posted on the property while the City reviews the application and through the appeal period.

Please see the Integrated Development Ordinance (IDO) [Table 6-1-1: Procedures Summary Table](#). If the column under Public Notice for Posted Sign has an X next to your application type, a posted sign is required.

IDO Sign Posting Requirements

- 6-4(J)(4)(a) Where Table 6-1-1 requires posted sign notice, the applicant shall post at least 1 sign on each street abutting the property that is the subject of the application, at a point clearly visible from that street.
- 6-4(J)(4)(c) For decisions requiring a public hearing or policy decisions in Table 6-1-1, the sign shall be posted for *at least 15 calendar days before a required public hearing AND for the required 15-calendar day appeal period* following any final decision.

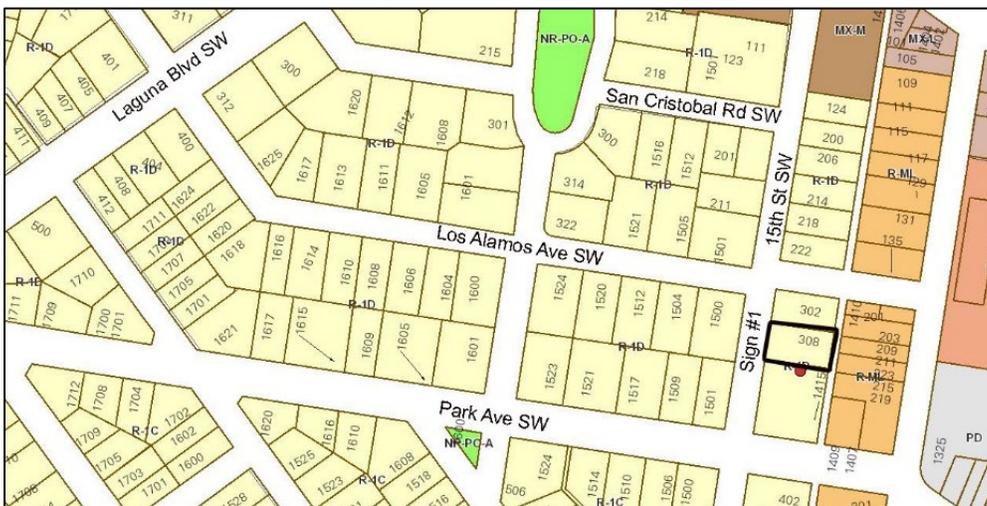
Instructions and Diagrams

These diagrams are intended to help applicants understand how many signs need to be posted and where for applications decided by:

- the Zoning Hearing Examiner (ZHE).
- the Environmental Planning Commission (EPC).
- the Landmarks Commission (LC).

The number of signs that are required changes based on the number of streets surrounding the property. Following these instructions will ensure compliance with requirements, reduce confusion, and streamline the review process for applicants and City staff.

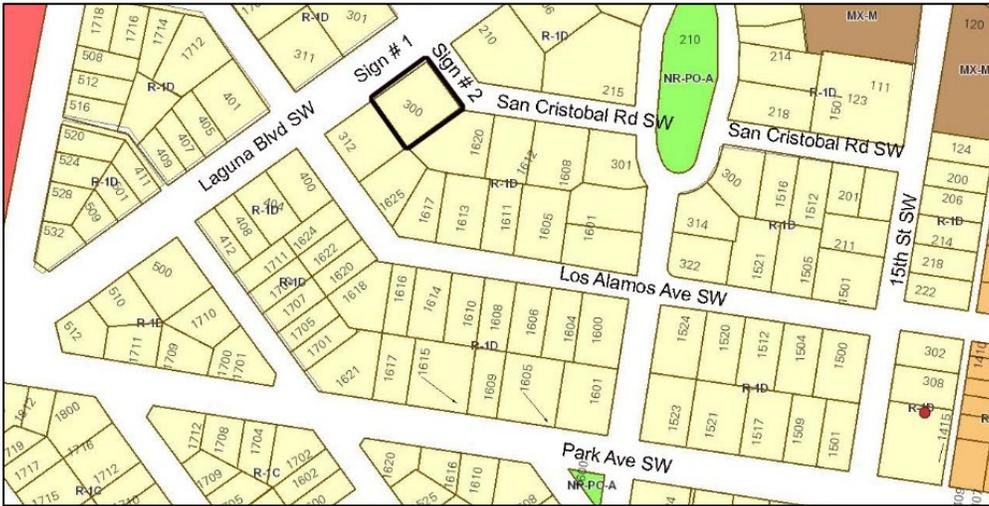
Example #1 1 Street / 1 Sign: 308 15th Street SW



The property is mid-block and faces one street, so 1 one sign must be posted.

West: Sign #1 – 15th St SW

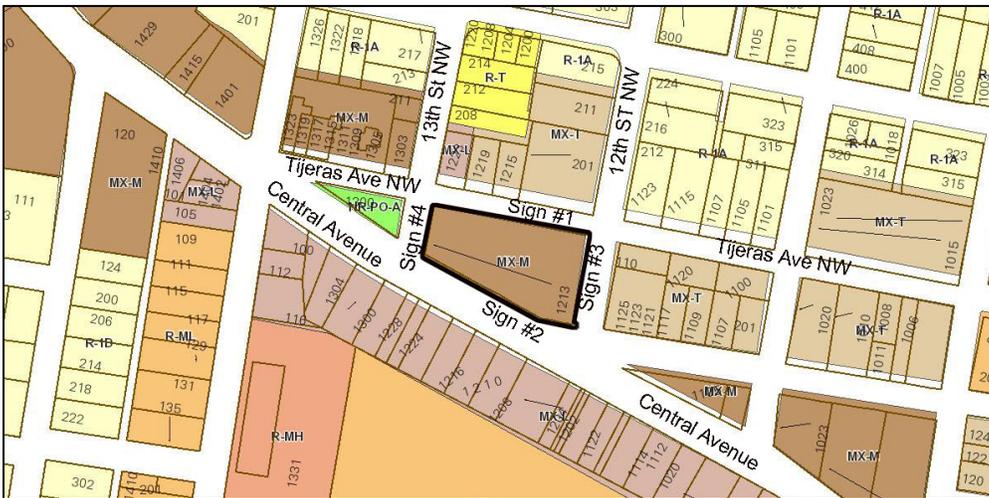
Example #2 2 Streets / 2 Signs: 300 Laguna Blvd SW



The property is a corner lot at an intersection, so 2 signs must be posted.

- North: Sign # 1 – Laguna Blvd SW
- East: Sign #2 – San Cristobal Rd SW

Example #3 4 Streets / 4 Signs: 1213 Central Avenue NW



The property is surrounded by 4 streets, so 4 signs must be posted.

- North: Sign #1 – Tijeras Avenue NW
- South: Sign #2 – Central Avenue NW
- East: Sign #3 – 12th Street NW
- West: Sign #4 – 13th Street NW

Need More Help?

- More information, including a required Sign Posting Agreement, is available on the City Planning webpage: <https://www.cabq.gov/planning/codes-policies-regulations/integrated-development-ordinance-1/public-notice>
- Contact Planning staff:
 - For the Zoning Hearing Examiner: PlanningZHE@cabq.gov
 - For the Environmental Planning Commission: PlanningEPC@cabq.gov
 - For the Landmarks Commission: PlanningLC@cabq.gov