

# Public Noticing Requirements and Procedures

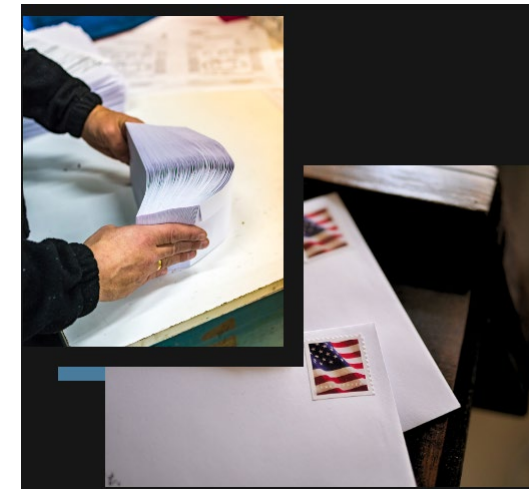
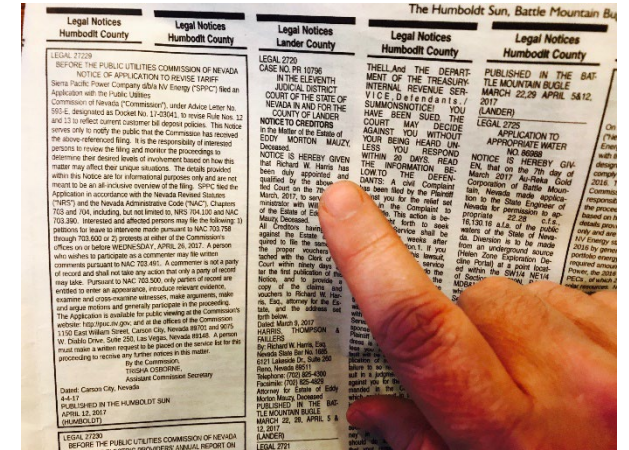
*Planning Commission 6/5/2025*





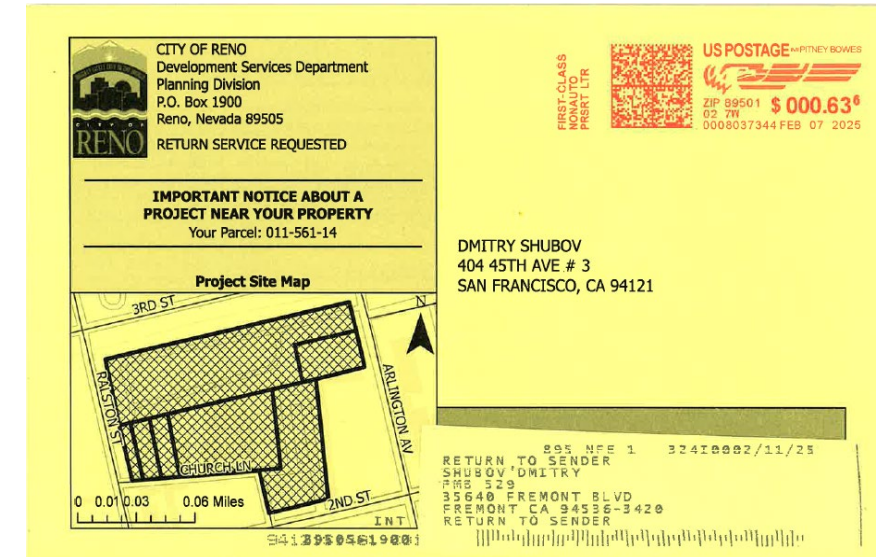
# Public Notice - State Law Requirements

- Varies for each case type
- Generally:
  - Newspaper publication 10-days before hearing
  - Mailed public notice postcard 10-days before hearing
  - Website posting in Spanish
  - Incomplete list posted online



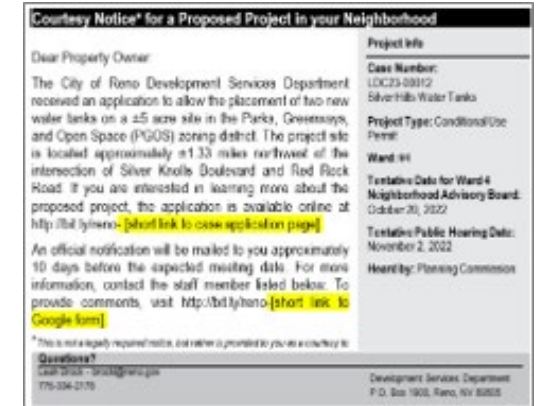
# General Mailed Notice Requirements

- Each **owner** within 750 feet of the proposed project
  - This distance changes for each application type in state law (varies 300 feet – 750 feet)
  - Reno uses 750 feet distance for all projects
- At least 30 separately owned parcels
  - If there are not 30 separately owned parcels, the boundary is expanded 100 feet until this is met
- Each **tenant** of a mobile home park within 750 feet of the project
- Commander of a military installation within 3,000 feet of the project
- Sometimes, the NAB members (state law does not always require this)
- Notice must be sent at least 10-days before meeting



# Public Noticing that is Specific to Reno

- Courtesy notices – mailed out within the first week of intake
- Development Review Memo – e-mailed out within first week of intake
- Yellow signs – posted 10-days before hearing



# Changes to Noticing

- Any change to the noticing requirements would require a text amendment to the Zoning Code or a change to state law
- Mailing to renters would have a financial impact on City budget and requires Council approval



# Questions?

# State Law Requirements

- Zoning Map Amendment
  - Newspaper publication at least 10 days before hearing
  - Mailed notices 10 days before meeting
- Master Plan Amendment (278.210)
  - Newspaper publication at least 10 days before hearing
  - Neighborhood meeting by applicant
  - Mailed notices 10 days before meeting
- Major Site Plan Review
  - Not in State Law (follows CUP)
- Conditional Use Permit (278.315)
  - Mailed Notice
  - Hazardous materials – standard mail, and Environmental protection, state fire marshal, department of business industry
- Tentative Map (278.335)
  - Reviewed by Division of Water Resources, Environmental Protection, district board of health, County Planning Commission (if within 1 mile of County)
  - PC only has authority when granted by CC. This authority is not granted in State Law.
- Variance (278.315)
  - Mailed Notice
- Major Deviation (278.315)
  - Mailed Notice
- Alternative Equivalent Compliance (278.315)
  - Mailed Notice