

APPENDIX A UNIFIED DEVELOPMENT ORDINANCE¹

SECTION 13. PUBLIC NOTICES

13.1 Notice of public hearing of Board of Aldermen, **Planning and Zoning Commission** or **Board of Adjustment Meeting.**

13.1.1 **Newspaper notice.** A notice of every public hearing to be held under this Ordinance shall be given as follows:

- 1) The notice of a public hearing shall be published, at least once, in a daily newspaper of general circulation within the City. **A copy of the proof of purchase and affidavit of publication will be provided to the petitioner for full reimbursement. Payment of this Public Hearing fee is required prior to the petition being placed on the agenda.**
- 2) Publication shall commence not less than 15 days before the hearing date.
- 3) The notice shall provide the time and place of the hearing and include the following information:
 - a) A street address of the subject property or other description of the location of such property;
 - b) The name of the applicant or appellant; and
 - c) A description of the specific action being requested by the applicant or appellant.

13.1.2 **Posting of notice.** In addition to the notice requirements of Subsection 13.1.1 a notice shall be posted on the property in question pursuant to the following:

- 1) Posting of the notice shall commence not less than 15 days before the hearing date.
- 2) The notice shall be placed in a visible location on the property; and
- 3) The notice shall contain the same information as required under Subsection 13.1.1 (3) above;
- 4) The notice shall be posted on the transparency portal on the City's website and shall contain the same information as required under Subsection 13.1.1(3).

¹Editor's note(s)—Ord. No. 2256 , § 1(Exh. B), adopted Sept. 13, 2022, repealed the former Appendix A, §§ 1—16, and enacted a new Appendix A, Unified Development Ordinance as set out herein. The former Appendix A pertained to subdivision regulations and derived from: Ord. No. 1298, § 1, adopted Jan. 13, 1998; Ord. No. 1505, § 1, adopted Aug. 13, 2002; Ord. No. 1650, § 1, adopted Oct. 10, 2006; Ord. No. 1721, § 1, adopted Apr. 22, 2008; Ord. No. 1730, § 1, adopted Aug. 12, 2008; Ord. No. 1760, § 1, adopted Dec. 8, 2009; Ord. No. 1838, § 1, adopted June 12, 2012; Ord. No. 1948, § 1, adopted Mar. 10, 2015 ; Ord. No. 2000, § 1, adopted Feb. 23, 2016 ; and Ord. No. 2247 , §§ 1.a—d, adopted June 14, 2022. See § 6 herein for current subdivision regulations.

13.2 Posting of notice of Planning and Zoning Commission meetings.

13.2.1 When a proposed conditional use, planned development or map amendment is scheduled to be on the agenda for a Planning and Zoning Commission meeting, a notice of such proposal shall be posted on the property in question pursuant to the following:

- 1) Posting of the notice shall commence not less than 15 days before the meeting date.
- 2) The notice shall be placed in a visible location on the property; and
- 3) The notice shall contain the same information as required under Subsection 13.1.1(3) above.