

**PUBLIC MEETING NOTICE REQUIREMENTS**

2015 GENERAL SESSION

STATE OF UTAH

**Chief Sponsor: Jon E. Stanard**

Senate Sponsor: Evan J. Vickers

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**LONG TITLE**

**General Description:**

This bill modifies a provision of the Open and Public Meetings Act.

**Highlighted Provisions:**

This bill:

▶ eliminates language that excuses specified local government entities with an annual budget of less than \$1,000,000 from the requirement to post certain notices to the Utah Public Notice Website; and

▶ makes conforming changes to a provision relating to notice of a municipality's intent to prepare a general plan or amendment.

**Money Appropriated in this Bill:**

None

**Other Special Clauses:**

None

**Utah Code Sections Affected:**

AMENDS:

**10-9a-203**, as last amended by Laws of Utah 2009, Chapter 188

**52-4-202**, as last amended by Laws of Utah 2014, Chapter 434

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*Be it enacted by the Legislature of the state of Utah:*

Section 1. Section **10-9a-203** is amended to read:



28           **10-9a-203. Notice of intent to prepare a general plan or comprehensive general**  
29 **plan amendments in certain municipalities.**

30           (1) Before preparing a proposed general plan or a comprehensive general plan  
31 amendment, each municipality within a county of the first or second class shall provide 10  
32 calendar days notice of its intent to prepare a proposed general plan or a comprehensive general  
33 plan amendment:

34           (a) to each affected entity;

35           (b) to the Automated Geographic Reference Center created in Section 63F-1-506;

36           (c) to the association of governments, established pursuant to an interlocal agreement  
37 under Title 11, Chapter 13, Interlocal Cooperation Act, of which the municipality is a member;  
38 and

39           (d) ~~[(i)]~~ on the Utah Public Notice Website created under Section 63F-1-701~~[-if the~~  
40 ~~municipality:].~~

41           ~~[(A) is required under Subsection 52-4-202(3) to use that website to provide public~~  
42 ~~notice of a meeting; or]~~

43           ~~[(B) voluntarily chooses to provide notice on that website despite not being required to~~  
44 ~~do so under Subsection (1)(d)(i)(A); or]~~

45           ~~[(ii) to the state planning coordinator appointed under Section 63J-4-202, if the~~  
46 ~~municipality does not provide notice on the Utah Public Notice Website under Subsection~~  
47 ~~(1)(d)(i).]~~

48           (2) Each notice under Subsection (1) shall:

49           (a) indicate that the municipality intends to prepare a general plan or a comprehensive  
50 general plan amendment, as the case may be;

51           (b) describe or provide a map of the geographic area that will be affected by the general  
52 plan or amendment;

53           (c) be sent by mail, e-mail, or other effective means;

54           (d) invite the affected entities to provide information for the municipality to consider in  
55 the process of preparing, adopting, and implementing a general plan or amendment concerning:

56           (i) impacts that the use of land proposed in the proposed general plan or amendment  
57 may have; and

58           (ii) uses of land within the municipality that the affected entity is considering that may

59 conflict with the proposed general plan or amendment; and

60 (e) include the address of an Internet website, if the municipality has one, and the name  
61 and telephone number of a person where more information can be obtained concerning the  
62 municipality's proposed general plan or amendment.

63 Section 2. Section **52-4-202** is amended to read:

64 **52-4-202. Public notice of meetings -- Emergency meetings.**

65 (1) (a) (i) A public body shall give not less than 24 hours' public notice of each  
66 meeting.

67 (ii) A specified body shall give not less than 24 hours' public notice of each meeting  
68 that the specified body holds on the capitol hill complex.

69 (b) The public notice required under Subsection (1)(a) shall include the meeting:

70 (i) agenda;

71 (ii) date;

72 (iii) time; and

73 (iv) place.

74 (2) (a) In addition to the requirements under Subsection (1), a public body which holds  
75 regular meetings that are scheduled in advance over the course of a year shall give public  
76 notice at least once each year of its annual meeting schedule as provided in this section.

77 (b) The public notice under Subsection (2)(a) shall specify the date, time, and place of  
78 the scheduled meetings.

79 (3) (a) A public body or specified body satisfies a requirement for public notice by:

80 (i) posting written notice:

81 (A) at the principal office of the public body or specified body, or if no principal office  
82 exists, at the building where the meeting is to be held; and

83 (B) [~~beginning October 1, 2008 and except as provided in Subsection (3)(b),~~] on the  
84 Utah Public Notice Website created under Section [63F-1-701](#); and

85 (ii) providing notice to:

86 (A) at least one newspaper of general circulation within the geographic jurisdiction of  
87 the public body; or

88 (B) a local media correspondent.

89 [~~(b) A public body of a municipality under Title 10, Utah Municipal Code, a local~~

90 ~~district under Title 17B, Limited Purpose Local Government Entities - Local Districts, or a~~  
 91 ~~special service district under Title 17D, Chapter 1, Special Service District Act, is encouraged,~~  
 92 ~~but not required, to post written notice on the Utah Public Notice Website, if the municipality~~  
 93 ~~or district has a current annual budget of less than \$1 million.]~~

94 ~~[(c)]~~ (b) A public body or specified body is in compliance with the provisions of  
 95 Subsection (3)(a)(ii) by providing notice to a newspaper or local media correspondent under  
 96 the provisions of Subsection 63F-1-701(4)(d).

96a **Ĥ→ (c) A public body whose limited resources make compliance with Subsection**  
 96b **(3)(a)(i)(B) difficult may request the Division of Archives and Records Service, created in**  
 96c **Section 63A-12-101, to provide technical assistance to help the public body in its effort to**  
 96d **comply. ←Ĥ**

97 (4) A public body and a specified body are encouraged to develop and use additional  
 98 electronic means to provide notice of their meetings under Subsection (3).

99 (5) (a) The notice requirement of Subsection (1) may be disregarded if:

100 (i) because of unforeseen circumstances it is necessary for a public body or specified  
 101 body to hold an emergency meeting to consider matters of an emergency or urgent nature; and

102 (ii) the public body or specified body gives the best notice practicable of:

103 (A) the time and place of the emergency meeting; and

104 (B) the topics to be considered at the emergency meeting.

105 (b) An emergency meeting of a public body may not be held unless:

106 (i) an attempt has been made to notify all the members of the public body; and

107 (ii) a majority of the members of the public body approve the meeting.

108 (6) (a) A public notice that is required to include an agenda under Subsection (1) shall  
 109 provide reasonable specificity to notify the public as to the topics to be considered at the  
 110 meeting. Each topic shall be listed under an agenda item on the meeting agenda.

111 (b) Subject to the provisions of Subsection (6)(c), and at the discretion of the presiding  
 112 member of the public body, a topic raised by the public may be discussed during an open  
 113 meeting, even if the topic raised by the public was not included in the agenda or advance public  
 114 notice for the meeting.

115 (c) Except as provided in Subsection (5), relating to emergency meetings, a public  
 116 body may not take final action on a topic in an open meeting unless the topic is:

117 (i) listed under an agenda item as required by Subsection (6)(a); and

118 (ii) included with the advance public notice required by this section.

**Legislative Review Note**  
as of 7-18-14 10:35 AM

**Office of Legislative Research and General Counsel**