

**Department of Community and Economic Development  
Planning Division  
ADMINISTRATIVE POLICY/CODE INTERPRETATION**

**ADMINISTRATIVE  
POLICY/CODE**

**INTERPRETATION #:** CI-84

**MUNICIPAL**

**CODE SECTIONS:** 4-8-090.F, Notice of Public Hearing

**REFERENCE:** N/A

**SUBJECT:** Public Notice for Hearing Examiner Hearings

**BACKGROUND:** Ordinance 5793 affected changes to public notice requirements, notably the elimination of the required postings near the project site (aka "pink notices") for impending Administrative decisions.

**JUSTIFICATION:** The requirement to provide notice of a Hearing Examiner public hearing should be similar to the notices provided to inform the public that the Administrator will be rendering a decision.

**DECISION:** Notice of Hearing Examiner public hearings will be the same as notice provided for an impending Administrative decision per RMC 4-8-090.D.3, as follows:

"Notice of a public hearing for all development applications subject to notification requirements and all open record appeals shall be given as follows:

**1. Time of Notices:** Except as otherwise required, public notification of meetings, hearings, and pending actions, as defined by chapter [42.30](#) RCW, shall be made by:

- a. Publication at least ten (10) days before the date of a public meeting, hearing, or pending action in the official newspaper if one has been designated or a newspaper of general circulation in the City,
- b. Mailing at least ten (10) days before the date of a public meeting, hearing, or pending action to all parties of record, the project proponent and affected government agencies, and

- c. Posting on the City's webpage for the Community and Economic Development Department – Planning Division at least ten (10) days before the date of public meeting, hearing, or pending action."

**ADMINISTRATOR  
APPROVAL:**

\_\_\_\_\_  
C. E. "Chip" Vincent

**EFFECTIVE DATE:** June 23, 2016

**APPEAL  
PROCESS:**

To appeal this determination, a written appeal--accompanied by the required filing fee--must be filed with the City's Hearing Examiner (1055 South Grady Way, Renton, WA 98057, 425-430-6515) no more than 14 days from the date of this decision. Your submittal should explain the basis for the appeal. Section 4-8-110 of the Renton Municipal Code provides further information on the appeal process.

**CODE  
AMENDMENTS  
NEEDED TO  
IMPLEMENT  
DETERMINATIONS:**

4-8-090.F:

Notice of a public hearing for all development applications subject to notification requirements and all open record appeals shall be given as follows:

**1. Time of Notices:** Except as otherwise required, public notification of meetings, hearings, and pending actions, as defined by chapter [42.30](#) RCW, shall be made by:

- a. Publication at least ten (10) days before the date of a public meeting, hearing, or pending action in the official newspaper if one has been designated or a newspaper of general circulation in the City,
- b. Mailing at least ten (10) days before the date of a public meeting, hearing, or pending action to all parties of record, the project proponent and affected government agencies, and
- c. Posting on the City's webpage for the Community and Economic Development Department – Planning Division at least ten (10) days before the date of public meeting, hearing, or pending action. ~~Posting of three (3) notices at least ten (10) days before the meeting, hearing, or pending action at or near the project site.~~

**STAFF CONTACT:** Paul Hintz, x7436