

## **Public Hearing Guidance for Comprehensive Plan Adoption**

The Planning and Zoning Commission must hold at least one public hearing before taking a vote to adopt the Comprehensive Plan or any amendment to it.

- Prior to the adoption of, or amendment to, a Comprehensive Plan, notice shall be given regarding the public hearing date, time and location either:
  - In a newspaper of local circulation, or
  - Posted in four conspicuous places within the municipality
- The notice must be advertised 15 days in advance of the public hearing.
- After the public hearing is closed at the Planning and Zoning Commission meeting, the Comprehensive Plan will be adopted by the affirmative vote of at least six (6) members of the commission.
- Once adopted, the Planning Commission Chairman and City Clerk should sign the adoption resolution.

Note that under AL Code of Law 11-52-10, the Planning and Zoning Commission is the body that votes to adopt the Comprehensive Plan, and at the next regularly scheduled City Council meeting, the Council should vote on a resolution to endorse the Comprehensive Plan. A public hearing at Council is not necessary because it would have already been adopted first by the Planning and Zoning Commission.

Source: [Alabama Code of Law Section 11-52-10](#)