



City Manager's Office

MEMORANDUM

DATE: 3/8/2023

TO: Mayor and City Council

THROUGH: Doug Thornley, City Manager **Approved Electronically**

FROM: Angela Fuss, Assistant Development Services Director
Chris Pingree, Development Services Director

SUBJECT: Process for City Council Appeals

This memo has been prepared to provide City Council with information on the process for the appeal hearings, scheduled for March 8 at 6 p.m.

There are two projects scheduled for 6 p.m. appeal hearings. Below is the order of each item, according to Section 8 (Public Hearings and Appeals) of the Rules of the Reno City Council.

City Council Appeal Hearing Process

1. Open the public hearing
2. Council Member disclosures
3. Staff presentation – limited to 10 minutes
4. Appellant presentation – limited to 10 minutes
5. Respondent (developer/applicant) presentation – limited to 10 minutes
6. Public comment – limited to 3 minutes each
7. Close the public hearing
8. Questions by Council Members to all parties
9. Motion
10. Discussion of motion
11. Call for the vote