

Memorandum

Date: August 13, 2026

To: Applicants for Land Use Cases Requiring Public Hearings

From: Tanya Washington *TW*
Director of Planning

Re: Updates to Land Use Application Public Hearing Schedule

This memo provides an update to the Land Use Application Public Hearing Schedule related to the Planning Commission and Board of County Supervisors public hearings for land use cases beginning September 2026. This update is intended to, among other things, address continued compliance with applicable law.

- The date that the first newspaper ad will be published for the Planning Commission public hearing will be the Tuesday two weeks before the public hearing date.
- The date that the second newspaper ad will be published for the Planning Commission public hearing will be the Tuesday one week before the public hearing date.
- The dispatch date for the Planning Commission public hearing materials will be the day immediately before the date that the first newspaper ad will be published.
- The newspaper ads for the Board of County Supervisors public hearings will continue to be handled by the Board Clerk's Office in accordance with applicable law.

Additionally, any applicant presentation(s) for both the Planning Commission and Board of County Supervisors public hearings will be due to the Planning Office no later than 3pm on the day immediately before the date that the first ad will be published. For example purposes only, if the first newspaper advertisement for a public hearing will be published on Tuesday, August 2, any applicant presentation(s) will be due to the Planning Office by 3pm on Monday, August 1.

If you have any questions regarding this schedule and associated procedures, please contact me at 703-792-7615 or Planning@pwcgov.org.