



MUNICIPAL LEGAL NOTICE REQUIREMENTS

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ISSUE

List the statutes requiring municipalities to publish legal notices in a newspaper, including the minimum frequency with which they must be published.

SUMMARY

Table 1 below lists 149 statutes that we identified as requiring a municipality to publish a legal notice in a newspaper. It lists the statute's citation, the agency or official responsible for publishing the notice, the notice's purpose, and the minimum frequency with which it must be published.

Many of the statutes do not identify any entity or official as being responsible for publishing the notice (e.g., a statute may say "notice shall be published in a newspaper..." without specifying who must publish the notice). In these cases, we inferred the responsible agency or official from the statute's context when possible. For example, if a statute requires a zoning commission to hold a public hearing, we inferred that the commission must publish notice of the hearing.

Some of the statutes identify the municipality itself as responsible for publishing the notice. Additionally, we listed "municipality" for those cases in which we could not infer which entity was responsible.

With respect to the minimum publication frequency, most of the notice provisions also prescribe specific timing requirements, which we did not list in the table. For example, a municipality's legislative body or board of selectmen must hold a public hearing on the sale, lease, or transfer of real property owned by the municipality. Notice of the hearing must be published at least twice in a newspaper. The notices must be at least three days apart, with the first one published between 10 and 15 days before the hearing and the second one published at least two days before the hearing ([CGS § 7-163e\(a\)](#)).



SEARCH METHODOLOGY

To produce the table, the Legislative Library searched the Connecticut General Statutes and compiled a list of those that reference “municipality,” “notice,” and “newspaper.” OLR analysts then reviewed the list and eliminated statutes that do not set mandatory publication requirements that apply generally across municipalities.

Specifically, we eliminated statutes that make publishing the notice optional, rather than mandatory. For example, the law allows a municipal port authority to publish in a newspaper a copy of a bond resolution that the authority adopts ([CGS § 7-329g\(g\)](#)). Because this provision is permissive, we did not include it in the table.

We also eliminated statutes in which a publication requirement is not unique to municipalities. For example, entities applying for certain permits from the Department of Energy and Environmental Protection must publish a notice relating to the permit application in a newspaper ([CGS § 22a-6g\(a\)](#)). Any municipality applying for these permits would thus be required to publish a notice, but we excluded this statute from the table because the publication requirement applies to all permit applicants, not just municipalities.

Finally, we eliminated statutes that apply only to one or two municipalities. For example, the law requires the Stonington Board of Selectmen to publish in a newspaper a notice of any prohibition the board adopts concerning the taking of scallops from the town’s waters ([CGS § 26-292](#)). Because this provision applies only to Stonington, we excluded it from the table. Similarly, there may be newspaper publication requirements contained in special acts that apply only to specific municipalities. We excluded special acts from our search because they do not apply generally to all municipalities.

Please note that the table is not necessarily an exhaustive list of municipal legal notice publication requirements. We made every effort to comprehensively search the statutes, but it is possible that there are requirements that our search inadvertently missed.

Table 1: Municipal Legal Notice Publication Requirements

CGS §	Agency or Official	Purpose	Frequency
7-3	Selectmen	Warning of a town meeting	Once
7-3	Mayor, warden, or clerk	Warning of a city or borough meeting	Once
7-9c	Town clerk, upon instruction from legislative body	Warning of municipal referendum including, among other things, the question that will appear on the ballot	Once
7-85	Municipal treasurer	Notice to all persons holding orders drawn by the selectmen on the treasurer to present them for payment	Three weeks, successively
7-131n	Municipality	Notice of public hearing concerning the taking of recreational or open space land by municipality	Twice
7-139	City or borough clerk	Notice of assessment of benefits to defray costs of public improvements; applies only to nonresident property owners	Twice
7-147b(e)	Historic district study committee	Notice of public hearing on establishment of historic district	Twice
7-147b(h)	Town clerk	Notice of balloting to establish a historic district	Twice
7-147e(a)	Historic district commission	Notice of public hearing on application for certificate of appropriateness (i.e., to erect or alter a building or structure within a district)	Once
7-147q(e)	Historic properties study committee	Notice of public hearing on designation of historic property	Twice
7-157(a)	Legislative body	Publication of ordinances enacted by legislative body or at town or district meeting	Once
7-163e(a)	Legislative body or selectmen	Notice of public hearing on sale, lease, or transfer of municipal property	Twice
7-191(d)	Appointing authority of charter and charter revision commissions	Publication of proposed charter or portion of charter or home rule ordinance being amended	Once
7-222(a)	Municipal gas or electric plants	Notice of new municipal gas or electric rates	Once
7-239(a)	Legislative body	Notice of a public hearing on a municipal waterworks system's proposed rates or charges, including a schedule of such rates or charges	Once
7-247a	Municipal water pollution control authority	Notice of a public hearing on the authority's plans to acquire or construct a sewer system	Once
7-250(a)	Municipal water pollution control authority	Notice of a public hearing before the authority sets sewer benefit assessments	Once
7-250(a)	Municipal water pollution control authority	Notice of sewer benefit assessments levy	Once
7-252	Municipal water pollution control authority	Notice of the due date for a sewer benefit assessment	Twice
7-255(a)	Municipal water pollution control authority	Notice of a public hearing on the authority's establishment or revision of use or connection charges	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
7-255(a)	Municipal water pollution control authority	Notice of the authority's established or revised use or connection charges, including information on the due date and appeals timeframe	Once
7-263a(d)	Municipal water pollution control authority	Notice of a public hearing on a bond issuance	Once
7-273f	Municipal transit district	Notice of a transit district's budget, in a report format established by the revenue services commissioner	Once
7-273g(b)	Municipal transit district	Notice of a public hearing on a transit district's proposed bond issuance, including a copy of the proposed resolution	Once
7-273g(b)	Municipal transit district	Notice of a transit district's adopted bond issuance resolution, if more than \$250,000	Once
7-273g(b)	Municipal transit district	Notice of a district-wide referendum on a bond issuance resolution, including a copy of the resolution	Once
7-285	The authority having charge of a police department	Notice of the sale of unclaimed goods by a police department, including a description of any item with an appraised value of \$50 or more	Twice
7-325(a)	Selectmen	Notice of a meeting of the voters residing in a proposed fire, sewer, or other district	Twice
7-325(b)	Fire, sewer, or other district's board of directors	Notice of a meeting of voters residing in the area proposed to be included or excluded in the enlarged or reduced fire, sewer, or other district	Twice
7-327(a)	Fire, sewer, or other district's board of directors	Notice of a fire, sewer, or other district's annual or special meeting	Once
7-339ee	Legislative body or selectmen	Notice of public hearing on proposal to establish a tax increment district	Once
7-339ii(b)	Municipality	Notice of public hearing on benefit assessments to be charged property owners to finance public improvements	Once
7-339ii(e)	Municipality	Notice of benefit assessment due date	Once
7-344	Board of finance	Town budget report (Towns with fewer than 5,000 people may waive publication by ordinance and instead make hard copies available)	Once
7-394	Town clerk	Notice that audit of town's financial statements is on file and available for public inspection	Once
7-482	Legislative body, or governing body of a governmental unit or nonprofit corporation delegated powers by municipality	Summary of resolution to adopt powers granted under the Connecticut City and Town Redevelopment Act and notice of public hearing on the resolution	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
7-485	Legislative body, or governing body of a governmental unit or nonprofit corporation delegated powers by municipality	Copy of resolution to adopt powers granted under the Connecticut City and Town Redevelopment Act and notice of referendum to determine whether to approve the resolution	Once
7-492(a)	Municipality	Copy or summary of a resolution concerning a capital reserve fund and bond issuance under the Connecticut City and Town Development Act	Once
7-601(a)	Neighborhood revitalization planning committee	Notice of adoption of or amendments to committee bylaws	Once
7-601(c)	Neighborhood revitalization planning committee	Notice of public hearing on committee's proposed strategic plan	Twice
8-2j(f)	Zoning commission	Notice of decision on an application for construction in a village district	Once
8-3(d)	Zoning commission	Notice of decision on zoning regulations or boundaries or changes therein	Once
8-3(g)(1)	Zoning commission	Notice of decision on site plan application	Once
8-3c(b)	Zoning commission	Notice of decision on application for special permit or exception	Once
8-7	Zoning board of appeals	Notice of appeals board decision	Once
8-7d(a)	Zoning commission, planning and zoning commission, zoning board of appeals, planning commission, inland wetland commission, or aquifer protection agency	Notice of public hearing on a formal petition, application, request, or appeal to the applicable commission, board, or agency	Twice
8-23(h)(6)	Planning commission	Notice of public hearing on a draft plan of conservation and development	Twice
8-23(i)(3)	Planning commission	Notice of adopted plan of conservation and development	Once
8-26(d)	Planning commission	Notice of decision on application for subdivision or resubdivision	Once
8-26e	Planning commission	Notice of decision on applications for special permits or exceptions	Once
8-28	Planning commission	Notice of any official action or decision by a planning commission	Once
8-29	Planning commission	Notice of the (1) filing of a survey, map, or plan and (2) hearing on the filed document	Once
8-44(a)	Housing authority	Notice of a public hearing on the acquisition of a proposed housing project site	Twice
8-56a	Housing authority	Notice of a public hearing on a public housing project that is subject to certain federal standards, including a description of the project plan	Twice

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
8-74	Housing authority	Notice of a proposed moderate rental housing project, including a project description	Once
8-115a(c)	Housing authority or municipal developer	Notice of the availability of units in an elderly housing project (needed to obtain the Commissioner of Housing's permission to admit certain non-elderly residents to the project)	Four times
8-127(b)	Redevelopment agency	Notice of a public hearing on a proposed redevelopment plan	Twice
8-127(c)(2)	Redevelopment agency	Notice of the initial approval of a redevelopment plan	Once
8-127a(a)(2)	Redevelopment agency	Notice of a public hearing on a proposed eminent domain action	Once
8-127a(a)(3)(B)	Redevelopment agency	Notice of an approved acquisition by eminent domain	Once
8-129(b)	Redevelopment agency	Notice and copy of the statement of compensation for property taken by eminent domain, if property record owner is nonresident or unknown	Twice
8-134	Redevelopment agency	Notice of a public hearing on authorizing and issuing bonds to carry out or administer a redevelopment plan	Once
8-169d(b)	Municipality	Notice of a public hearing on a community development plan	Twice
8-169e(c)	Legislative body	Notice of a public hearing on property acquisition pursuant to a community development plan	Once
8-169r(b)	Urban homesteading agency	Notice of property abandonment determination and the date of a public hearing, for property owners who cannot be identified or whose address is unknown	Once
8-169s(a)	Urban homesteading agency	Notice of the availability of real property, including the estimated purchase price, applicant's qualifications, and bidding procedures	Twice
8-169v	Urban homesteading agency	Notice of the availability of real property given to the agency by the federal government, including the estimated purchase price, applicant's qualifications, and bidding procedures	Twice
8-189(b)	Development agency	Notice of the initial approval of a development project plan	Once
8-191(a)	Development agency	Notice of public hearing on proposed development plan	Once
8-192(a)	Development agency	Notice of public hearing on proposed bond issuance for municipal development project	Once
8-193(b)(2)	Development agency	Notice of time, place, and subject of public hearing on proposed acquisition of real property by eminent domain	Once
8-193(b)(3)(B)	Municipality	Notice of approved acquisition of property by eminent domain under the municipal development statutes	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
8-293(b)	Urban rehabilitation agency	Notice of property abandonment determination and the date of a public hearing, for property owners who cannot be identified or whose address is unknown	Once
8-294(a)	Urban rehabilitation agency	Notice of the availability of real property, including the estimated purchase price, applicant's qualifications, and bidding procedures	Twice
9-16	Registrars of voters	Notice of voter registration session (not required to be published as a legal advertisement)	Once
9-35	Registrars of voters	Notice of session to update voter registry lists (not required to be published as a legal advertisement)	Once
9-53	Registrars of voters	Notice of time, place, and purpose of an enrollment session (not required to be published as a legal advertisement)	Once
9-168b	Town clerk	Notice of registrar's designation of polling place in adjacent voting district	Once
9-225	Town clerk or assistant town clerk	Notice of time and place of state election (may be filed jointly by two or more towns)	Once
9-226	Town clerk or assistant town clerk	Notice of time and place of municipal election	Once
9-332	Town clerk	Notice of time, place, and purpose of an adjourned election (which occurs when there is a tie vote)	Once
9-390(a)	Political party's town chairman or designee	Notice of time, place, and purpose of caucus to select party-endorsed candidates for municipal office	Once
9-395	Town clerk	Notice of certification and availability of list of party-endorsed candidates for municipal primaries or failure to receive timely certification of such endorsements, including (1) primary date if candidacy is filed and (2) candidacy filing procedure and deadline	Once
9-433	Town clerk (upon notice from the secretary of the state)	Notice of state or district primary	Once
9-435	Town clerk (upon notification from registrar)	Notice of time and place of primary for municipal office of town committee, as well as information on candidates	Once (but must publish notice of any changes in candidates)
9-446(a)	Town or district clerk	Notice of time, place, and purpose of adjourned primary for state, district, and certain municipal offices (which occurs when there is a tie vote)	Once
9-446(b)	Town clerk	Notice of time, place, and purpose of adjourned primary for certain municipal offices (which occurs when there is a tie vote)	Once
10-43(b)	Town clerk	Notice of temporary regional school study committee report and State Board of Education (SBE) statement on advisability of forming a regional school district	Once
10-63m	Town clerk	Notice of SBE approval of regional school reapportionment committee's plan of representation	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
10-287(b)(1) and (2)	Awarding authority for school building project	Public invitation to bid on school building projects receiving state assistance: construction, architecture, and construction management services	Once
10-289e	Selectmen or town council (on own initiative or upon recommendation of board of education)	Notice of public hearing on private academy project proposal (applies only to towns with a private academy as the public high school)	Once
10-289e	Selectmen or town council (on own initiative or upon recommendation of board of education)	Notice of referendum question on private academy project proposal (applies only to towns with a private academy as the public high school)	Once
10-321q (c)	Municipal preservation board	Notice of municipal preservation board hearing on state board's recommended designation of a property for the National Register of Historic Places	Once
11-36	Town clerk	Notice of proposed tax to create or operate library to be voted on during next municipal election	Once
12-40	Assessor	Notice to bring in declaration of taxable personal property	Once, if not physically posted
12-65d(b)	Legislative body	Notice of public hearing on rehabilitation area designation and criteria for property to qualify for deferral of increased assessments	Twice
12-65d(c)	Legislative body	Notice of adoption of resolution on rehabilitation area designation and criteria	Once
12-110	Board of assessment appeals	Notice of board session on motor vehicle assessments	Once
12-145	Tax collector	Notice of when taxes are due and payable	Three times
12-157(a)	Tax collector	Notice of tax sale	Three times
12-157(a)	Tax collector	Notice of tax sale when the address of an owner or someone else with an interest in the property is unknown	Twice
12-157(f)	Tax collector	Notice of tax sale and opportunity to redeem property	Once
12-186	Tax collector (after notice from clerk)	Notice of petition of foreclosure of tax liens	Once
12-574a	Town clerk	Notice of license application related to racing or jai alai	Once
13a-39	Selectmen	Notice of map and hearing about lost or uncertain highway boundaries	Two days
13a-39	Selectmen	Notice of decision on lost or uncertain highway boundaries	Two days
13a-128	Municipal or private corporation providing water supply	Notice of application to discontinue or alter a highway	Once
13b-56	Harbor improvement agency	Notice of public hearing on harbor improvement plan	Twice
14-67t	Town clerk	Ordinance creating restricted district generally prohibiting motor vehicle recyclers	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
14-150a	Local board or officer designated by legislative body	Notice of abandoned, inoperable, or unregistered motor vehicles that are unremoved for 30 days, if the municipality opts to provide for their removal	Once
15-9(d)	State or local police department	Notice of sale of vessel at public auction	Three times
15-11a(f)	Harbor master or authorized representative of a municipality	Notice of sale of derelict vessel at public auction	Twice
15-94(a)	Legislative body	Notice of public hearing related to changes in airport zoning regulations	Once
15-138	Municipality	Notice of new boating ordinances not included in the Department of Energy and Environmental Protection's annual publication of boating ordinances	Once
19a-243(b)	District department of health	Notice of public hearing on proposed district borrowing	Once
19a-243(c)	District department of health	Notice of public hearing on proposed district budget	Once
19a-307	Town or mutual nonstock cemetery association	Information pertaining to the sale of abandoned or unused cemetery lots when the lot holder or other beneficiary is unknown	Three times
19a-308a	Municipality	Notice of intention to acquire an abandoned cemetery when the municipality is unable to locate the owner	For a period of three consecutive weeks
19a-320	Selectmen of any town, mayor and council or board of alderman of any city, and warden and burgesses of any borough	Notice of public hearing for erection and operation of crematories	Twice
22-332(a), 22-333	Animal control officer	Description of an impounded dog or other domestic animal, with no known owner, in the lost-and-found column of the newspaper (advertising cost recouped when dog or other animal redeemed)	Once
22-332d(a), 22-333	Animal control officer	Description of an impounded cat, with no known owner or keeper, in the lost-and-found column of the newspaper (advertising cost recouped when cat redeemed)	Once
22a-42a(d)	Inland wetlands agency	Notice of agency decision regarding inland wetland permit for regulated activities	Once (applicant may publish notice if agency does not publish it within 15 days of decision)
22a-66a(h)	Municipality	Notice of an upcoming pesticide application in a publicly accessible lake or pond that the municipality owns	Once
22a-109(f)	Zoning commission	Notice of approval or denial of a coastal site plan	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
22a-220a(b)	Legislative body	Notice of designation of a solid waste disposal area	Once
22a-354p(b)	Municipal aquifer protection agency	Notice of public hearing on agency aquifer protection regulations	Twice
22a-354p(d)	Municipal aquifer protection agency	Notice of agency decision regarding permit for regulated activities	Once
22a-509(d)	Municipality	Notice of public hearing on an agreement between a municipality and a regional water pollution control authority for the authority to take over a water pollution control facility or wastewater system	Once
25-90	Municipal flood and erosion control board	Notice of assessment due dates, including information on the properties subject to the assessment	Twice
25-102dd(c)	Legislative body	Notice of a public hearing on a municipality's withdrawal from the Connecticut River Assembly	Once
25-204(d)	Municipal river committee	Notice of public hearing on the river committee's inventory, statement of objectives, and map	Once
25-204(d)	Municipal river committee	Notice of adoption of inventory, statement of objectives, and map	Once
25-204(f)	Municipal river committee	Notice of a public hearing on the river committee's river corridor protection plan	Once
25-204(f)	Municipal river committee	Notice of availability of (1) responses to comments on the plan and (2) the revised plan	Once
25-205(g)	Legislative body	Notice of a public hearing on a municipality's withdrawal from a river committee	Once
25-232(c)	Legislative body	Notice of a public hearing on a municipality's withdrawal from a river commission	Once
25-234(d)	Municipal river commission	Notice of a public hearing on the river commission's inventory, statement of objectives, and map	Once
25-234(d)	Municipal river commission	Notice of adoption of inventory, statement of objectives, and map	Once
25-234(f)	Municipal river commission	Notice of a public hearing on the river commission's river corridor management plan	Once
25-234(f)	Municipal river commission	Notice of availability of (1) responses to comments on the plan and (2) the revised plan	Once
26-240(a)	Selectmen or shellfish commission	Notice of a public hearing on the designation of an area for planting or cultivating oysters, clams, or mussels (shellfishery), including one publication of the designation application	Twice
32-224(c)(1)	Implementing agency for municipal development project	Notice of a hearing on a municipal development project plan	Once
32-224(d)	Implementing agency for municipal development project	Notice of the initial approval of the municipal development project plan	Once

Table 1 (continued)

CGS §	Agency or Official	Purpose	Frequency
32-224(i)(2)	Implementing agency for municipal development project	Notice of a public hearing on the proposed acquisition of real property by condemnation	Once
32-224(i)(3)(B)	Implementing agency for municipal development project	Notice that the acquisition of real property by condemnation was approved	Once
32-227	Legislative body	Notice of a public hearing on an upcoming legislative body vote for a bond authorization	Once
47a-56b	Authority appointed by legislative body to abate nuisances	Service on a mortgagee or lienor of an order to show cause why a receiver of rents, issues, and profits should not be appointed (in cases where the mortgagee or lienor cannot be served personally)	Once
50-11	Police department	Notice of lost goods	Twice
50-14	Police commissioners	Notification of public auction of lost goods	Twice

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