

Figure: 26 TAC §745.275(a)

Type of Requirements	Requirements to Be Completed
(1) Public Notice Requirements	<p>(A) The notice must include:</p> <ul style="list-style-type: none"> (i) Your name and address; (ii) The name and address of the child care operation, if already established, or the address where you propose to provide child care services; (iii) A description of the population to be served (except for the provision of trafficking victim services, if applicable), the services to be provided, and the number of children expected to be served; (iv) The date, time, and location of the public hearing; (v) A statement that a person may submit written comments or written information to Licensing concerning the application or the request to increase capacity instead of or in addition to appearing at the public hearing; and (vi) The name, address, and telephone number of the Licensing representative that will attend the public hearing; <p>(B) The required notice must be published either:</p> <ul style="list-style-type: none"> (i) After we accept your application or evaluate your request to amend your permit, as applicable; or (ii) For applications and requests to amend your permit relating to the provision of treatment services to children with emotional disorders, after we approve your completed General Residential Operations – Additional Operation Plan form and either accept your application or evaluate your request to amend your permit, as applicable. <p>(C) You must publish the notice about the public hearing at least 10 days before the date of the public hearing;</p> <p>(D) You must publish the notice in a newspaper of general circulation in the community where your child care services are</p>

	<p>or will be provided; and</p> <p>(E) You must provide a copy of the notice to the school district superintendent, the governing body of the community, and the local law enforcement agency at least 10 work days before the hearing.</p>
(2) Public Hearing Requirements	<p>(A) You must hold the hearing in a location easily accessible to the community where the services are or will be provided;</p> <p>(B) You must schedule the hearing and open it for at least four hours during the normal business day (Monday - Friday) or early evening hours;</p> <p>(C) If you are applying for a permit, you must hold the hearing no later than one month after the date that we accept your application. If you are requesting to amend your permit to increase capacity, you must hold the hearing after we have evaluated your request to increase capacity;</p> <p>(D) You must notify us of the time, date, and location of the hearing at least 10 days before the hearing; and</p> <p>(E) You must facilitate the hearing.</p>
(3) Verbatim Record and Report of Public Comment from the Community	<p>Within 10 work days of the hearing, you must submit to us:</p> <p>(A) The verbatim record of the testimony given at the public hearing; and</p> <p>(B) A completed summary Report of Public Comment from the Community form that we furnish you that includes the following documentation:</p> <p>(i) A copy of the newspaper notice, the date the notice was published, and the name of the newspaper in which the notice appeared;</p> <p>(ii) Proof that you gave the school district superintendent, local law enforcement, and the governing body of the community an opportunity to comment on the application or the request to amend your permit to increase capacity;</p> <p>(iii) Your responses to any negative comments;</p> <p>(iv) The amount of local resources available to support children you propose to serve, including physical and mental health services, educational services, law enforcement, and other</p>

services;

(v) The impact of the proposed services on the ratio in the local school district of students enrolled in a special education program to students enrolled in a regular education program and the effect, if any, on the children you propose to serve, including the estimated impact on the current ratio in the school in relation to the average ratio statewide, and the ratio in terms of the probability of adverse impact on children in care;

(vi) The impact of the proposed services on the community and the effect on opportunities for social interaction for the children proposed to be served, including social and youth groups, spiritual and religious organizations, and youth employment groups or agencies; and

(vii) Any other documentation available to support the position of the report.