**Section 164.201 Notice**

a) Notice of a hearing under this Part shall be given at least 30 days before the hearing.

b) The notice shall include:

1) The date, time, and place of the hearing;

2) The purpose of the hearing;

3) Identification of the Agency Bureau sponsoring the hearing and any other sponsor if the hearing is jointly sponsored;

4) A reference to the particular Sections of the statutes and rules involved;

5) The name, address, and telephone number of a contact person from whom additional information regarding the hearing may be obtained;

6) A statement regarding the submission of written comments;

7) A statement that a copy of the procedural rules governing the hearing is available upon request; and

8) Other information as determined by the Agency or required by law.

c) Notice of the hearing shall be given by prominent placement at a dedicated page on the Agency's website. The notice shall remain on the Agency's website for the duration of the public comment period. If the Agency's website is unavailable for a prolonged period of time, the comment period will be extended for an equivalent amount of time. Notice of hearing shall also be given as follows:

 1) If, pursuant to the Act or other applicable law, newspaper notice is required for the matter at issue, notice shall be by advertisement in a newspaper of general circulation in the affected geographical area;

 2) If the Director of the Agency or his/her designee determines, for a particular matter, that additional notice would serve the interests of the public or of the Agency, notice shall be by advertisement in a newspaper of general circulation in the affected geographical area or by notice in the Illinois Register. In making this determination, the Agency shall consider public interest.

d) Notice will also be provided to:

1) Interested or affected persons and organizations of which the Agency is aware or who have requested notification of public hearings or of Agency actions relating to the subject matter of the hearing.

2) Other persons as determined by the Agency or as required by law.

(Source: Amended at 42 Ill. Reg. 15986, effective August 1, 2018)