



FREDERICK COUNTY PLANNING COMMISSION

August 13, 2014

TITLE: Amendments to the FCPC Rules of Procedure

FILE NUMBER: N/A

REQUEST: The Planning Commission will consider revisions to its Rules of Procedure, specifically to add provisions related to deadlines for the submission of written testimony and more specific rules related to cross-examination.

PROJECT INFORMATION:

ADDRESS/LOCATION: N/A
TAX MAP/PARCEL: N/A
COMP. PLAN: N/A
ZONING: N/A
PLANNING REGION: N/A
WATER/SEWER: N/A

APPLICANT/REPRESENTATIVES:

APPLICANT: N/A
OWNER: N/A
ENGINEER: N/A
ARCHITECT: N/A
ATTORNEY: N/A

STAFF: Kathy Mitchell, Asst. County Attorney

RECOMMENDATION: Review and determine whether to approve the proposed changes.

ATTACHMENTS:

EXHIBIT 1- Draft Rules of Procedure (marked)
EXHIBIT 2 – Draft Rules of Procedure (clean)

BACKGROUND

Section 12 of the Planning Commission's Rules of Procedure states:

Amendments to these Rules may be introduced at any meeting of the Commission and voted upon at any subsequent regular meeting, passage requiring a majority vote of the membership, provided public notice is advertised in the newspaper at least fourteen (14) days prior to the vote on the amendment(s).

On July 9, 2014, the Planning Commission considered changes to its Rules of Procedure. The Commission requested minor revisions and asked the staff to bring the amendments back for consideration of approval at the August 13, 2014 meeting. Public notice of these changes was published in the Frederick News-Post on Saturday, July 26, 2014.

DISCUSSION

Two drafts of the amended Rules of Procedure are attached – a copy showing marked changes and a “clean” copy. The substantive changes relate to a 72-hour deadline for the submission of written testimony to the Commission and more specific rules related to cross-examination. Other changes have been proposed for clarity and/or consistency.

RECOMMENDATION

Staff recommends that the Commission determine whether to approve the proposed amendments to the Rules of Procedure.