

Planning Board Rules of Procedure Comparison

Comparison of Rye, NH Planning Board Rules of Procedure

Topic	1998 ROP	2009 ROP	2012 ROP
Table of Contents	No	Yes	No
Refers to prior ROP	N/A (this was first ROP)	Yes	No
Organization/Membership	Basic guidelines for attendance and keeping attendance	Well-developed section 2 on membership, including qualification, term of office, filling of vacancies, leaves of absence, meeting attendance and removal of members	Same as 1998 ROP
Meetings	"at least 24 hours notice of the meeting."	Prohibits agenda changes prior to meeting and requires 10-day public notice of all meetings.	Same as 1998 ROP
Hearings	Appendix D provides public hearing guidelines	Well-developed seven section procedure providing for deliberations, voting and protocol for speakers	Appendix D removed
Disqualification/ Removal of Members	Refers to State law (RSA 673:13, 673:14)	Several paragraphs providing hypothetical examples requiring disqualification for conflict of interest	Same as 1998 ROP
Standing Subcommittees	Long Range Planning, Rules and Regulations, Technical Review and Zoning Subcommittees. "Citizens-at-Large" permitted as members of subcommittees.	Same four subcommittees. Reference to "Citizens-at-large" deleted.	Zoning Subcommittee eliminated, responsibilities transferred to Rules and Regulations Subcommittee.
Rules of Order	Board to follow parliamentary procedure with Appendix A, B, and C, as guidance to the board.	Incorporated in various sections under rules, particularly section 6.	Same as 1998 ROP, however, Appendices A, B, and C have been removed.
Remote participation by telephone	No provision	Yes	No provision
Amendments	Amendments are proposed by the Rules and Regs Subcommittee. Automatic tabling of motions to amend rules until next meeting, followed by 5 of 7 member vote required to change the rules at that meeting.	Amendments are initiated by the Planning Board. (However, it is the responsibility of the Rules and Regs Subcommittee to update the ROP). Complex rules based on whether amendments are to the Charter, the Bylaws or the Standing Instructions.	Same as 1998 ROP