



Rye Civic League
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Memo To: Bill Epperson, Planning Board Chair and Keriann Roman, Rules and Regulations Chair
From: Rye Civic League
Date: July 28, 2014
Subject: Planning Board Rules of Procedure

A number of residents attending RCL meetings have asked us for assistance in understanding the process by which applications are reviewed by the Planning Board, the ZBA and the Conservation Commission. We also find it difficult to understand the process and the status and next steps with respect to particular applications.

As we were researching the matter we discovered the following:

1. The Rules of Procedure (2012 ROP) you may be voting to approve at your next meeting appear to be a modification of the 1998 Rules of Procedure, but with many pages (addenda) deleted.
2. We have located the Rules of Procedure adopted in 1998, 2009 and 2012. While the 2009 Rules of Procedure appear to have made extensive changes to the 1998 ROP, the 2012 ROP appear to be based on the 1998 ROP (truncated), and not on the 2009 ROP which would be the customary way of adopting sequential amendments.
3. The adoption of the 2012 ROP appears to have inadvertently repealed the extensive changes made in 2009. We doubt that this was the intent of the Planning Board. Rather, we believe that the members approving the 2012 ROP were unaware of the 2009 ROP.

The 2009 Rules of Procedure appear to be a more mature and better structured set of Procedures than the 2012 ROP. It is not clear when you stopped following the 2009 ROP and how the 1998 ROP base (with pages deleted) re-surfaced when changes were made in 2012.

The RCL has produced a table of where we see discrepancies between the 1998/2012 ROP and the 2009 ROP. The RCL comparison document provides additional detail of these differences:

- Table of Contents
- Organization/Membership
- Meetings
- Hearings
- Disqualification/Removal of Members

- Standing Subcommittees
- Rules of Order
- Remote Participation by telephone
- Amendments

We now understand that the 2012 ROP are being considered for further change, to create a fourth document. We feel it would be helpful if the you could communicate what is being modified, added or removed from the 2009 ROP as we find it difficult to track what is being changed and why.

If you are able to let us know what your plans are this week, we can hopefully include in the August Civic News.
