



## Legislation Details (With Text)

**File #:** RES-34935    **Version:** 1    **Name:** Rules and Procedures for Hearings  
**Type:** Resolution    **Status:** Adopted  
**File created:** 10/17/2000    **In control:** City Council  
**On agenda:** 10/17/2000    **Final action:** 10/17/2000  
**Title:** Resolution No. 34935  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. RES-34935.pdf

Date	Ver.	Action By	Action	Result
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Req.#8249

RESOLUTION NO. 34935

2        WHEREAS Tacoma Municipal Code Chapter 1.23 provides for Rules of  
3 Procedure ("Rules") for the Hearing Examiner, and

4        WHEREAS changes to the Rules for hearings are necessary in order to  
5  
6 conform them to recent changes in the law, clarify ambiguities, and correct  
7 errors; Now, Therefore,

8        BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TACOMA-

9        That the proper officers of the City are hereby authorized to approve the

10 Draft Amendments to the Rules of Procedure for Hearings for the Hearing

11 Examiner for the purposes hereinabove enumerated, said document to be

12  
13 substantially in the form of the proposed amendment on file in the office of the  
14 City Clerk.

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16 Adopted    OCT 17 2000

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19 Attest: City Clerk

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21 Approved as to form and legality:

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LEG 004 (11/89)

	REQUEST FOR ORDINANCE	CITY CLERK USE
.Mom		Request#.
	OR RESOLUTION	Ordinance
		Resolution

1. DATE: September 21, 2000

2. REQUESTING DEPARTMENT/DIVISION/PROGRAM	3. CONTACT PERSON (for questions):	PHON/FAX/EXTENSION
HEARING EXAMINER	Sue Evans	5196

4. PREPARATION OF RESOLUTION IS REQUESTED FOR THE CITY COUNCIL MEETING OF TUESDAY OCTOBER 17, 2000.

5. SUMMARY TITLE/RECOMMENDATION: (A concise sentence, as it will appear on the Council Agenda)

Request for approval of the Draft Amendments to the Rules of Procedure for Hearings for the Hearing Examiner.

6. BACKGROUND INFORMATION/GENERAL DISCUSSION: (Why is this request necessary? Are there legal requirements? What are the viable alternatives? Who has been involved in the process?)

The changes to the Rules of Procedure for Hearings is necessary to conform the Rules to recent changes in the law and to clarify ambiguities and to correct errors in the current Rules.

7. FINANCIAL IMPACT: (Future impact on the budget.)

8. LIST ALL MATERIAL AVAILABLE AS BACKUP INFORMATION FOR THE REQUEST AND INDICATE WHERE FILED:

Source Documents/Backup Material	Location of Document
Letter to the Honorable Mayor and City Council	Attached
Draft Amendments to Rules of Procedure	Attached

9. FUNDING SOURCE: (Enter amount of funding from each source)

Fund Number & Name:	State S	city	Other S	Total Amount
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If an expenditure, is it budgeted?	Yes	No	City	Where? Org	W/C
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10. ATTORNEY CONTACT: (Enter Name of Attorney that you've been working with)

J.-  
-4-

Approved as to Availability of Funds

11. Department Director/Utility 2tioln Approval      fitimanwr1%  
Director of Finance  
GSW,WgrlDommmu      0      Offi- Systemsfl  
(01199)

Tacoma City of bcoma  
Hearing Examiner

September 21, 2000

Honorable Mayor and Members  
of the City Council  
City of Tacoma, Washington

RE: Proposed Amendments to Hearing Examiner Rules of Procedure for  
Hearings

Attached are proposed amendments to the Hearing Examiner Rules of Procedures for Hearings. For the most part, the amendments proposed are intended to conform the Rules to recent changes in the law, to clarify ambiguities, and to correct errors in the current Rules. The changes proposed to the Rules are summarized below:

1. The proposed changes to Rule 1.04 are to conform the language of the rule to recently enacted Tacoma Municipal Code (7MC) 13.05.01015 (Ordinance No. 26645) relating to time limits for issuance of Hearing Examiner's decisions and recommendations.
2. Changes to Rule 1.08.5 address the issuance of subpoenas in proceedings before the Hearing Examiner and track the language of 7MC 1.23.105 and further clarify an ambiguity in the referred-to Code section as to whether an attorney for a party may issue subpoenas under his or her signature.
3. Proposed amendments to Rule 1. 17 - Termination of Jurisdiction are intended to allow correction of Hearing Examiner decisions and recommendations beyond the time period for termination of jurisdiction.
4. Change in language to Rule 2. 1 0(c) merely corrects an error in the existing rule.
5. The amendments proposed to Rule 2.20 and 3. 10 reflect the recent change in the City's Code (Ordinance No. 26645) that now provides for reconsideration in land use cases.
6. The proposed deletion of "Application for open space current use assessments" in Rule 3.01 reflects the elimination of such matters from the jurisdiction of the Hearing Examiner.

747 Market Street. Room 720 1 Tacoma, Fashion 98402-3768 1 (253) 591-5195 1 Fax (253) 591-2003

City Council  
September 21, 2000  
Page 2

7. New section 3.06.5 Default is intended to apply the same provisions applicable to appellants in appeal matters to applicants and petitioners (moving parties) in pre-decision cases.

Pursuant to IMC 1.23. 100, the City Council is required to adopt the Rules under which Hearing Examiner proceedings are conducted.

AKE  
Hearing Examiner

/ck

Attached: Draft Amendments Rules of Procedure for Hearings

#### 1.04 Computation of Time

In the computation of any period of time prescribed or allowed in any matter before the Hearing Examiner, the day from which the time period begins to run shall not be included.

When the last day of the period falls on a weekend or legal holiday, the period shall run until the next working day.

**Time Computation.** In computing any time period set forth in this chapter, the day of the act or event from which the designated period of time begins to run shall not be included.

The last day of the period so computed shall be included, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is neither Saturday or Sunday, nor a legal holiday. Legal holidays are described in RCW 1.16.050.

#### 1.08.5 Subpoenas (New Section)

As authorized by 7MC 1.23.100 and 105, subpoenas may be issued by the Examiner compelling the appearance of witnesses and the production of documents and may be served by any person 18 years of age or over, competent to be a witness, but who is not a party to the matter for which the subpoena is issued. Provided, that a subpoena may be issued with like effect by the attorney of record of the party to the matter in whose behalf the witness is required to appear and the form of such subpoena in each case may be the same as one issued by the Examiner except that it shall only be subscribed by the signature of such attorney.

Each witness subpoenaed shall be allowed the same fees and mileage as provided by law to be paid witnesses in the courts of records in the state.

Subpoenas issued in the matter before the Examiner may be enforced in the Tacoma Municipal Court in accordance with 7MC 1.23.105.C.

**Note:** The foregoing rule in regard to the issuance of subpoenas closely tracks the language of TMC 1.23.100 and 105, except that it expressly authorizes subpoenas to be issued by and under signature of attorneys of record in a proceeding. 7MC 1.23.105 is ambiguous in regard to service and signature by an attorney of record in a matter.

Subsection 105.A only refers to issuance of a subpoena by the Hearing Examiner, however, in Subsection 105.C it is stated in pertinent part, ". . . The Hearing Examiner or attorney issuing a subpoena may petition the Tacoma Municipal Court. . .

#### 1.17 Termination of Jurisdiction

The jurisdiction of the Examiner terminates upon the end of the period for appealing or seeking review of the Examiner's decision or recommendation. Until that time, corrections in the decision or recommendation may be made by the Examiner or his or her

representative on the motion of a party of record. Notwithstanding the foregoing, clerical mistakes in decisions, orders, or recommendations and errors therein arising from oversight or omission may be corrected by the Examiner at any time on his or her own motion or on the motion of a party of record or if such decision, order, or recommendation is appealed, such mistakes may be so corrected before review is accepted by the reviewing authority.

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#### 2.10 Dismissal Prior to Hearing

(c) The appellant lacks standing to bring the appeal. (See Rule 2-03 2.04)

#### 2.20 Reconsideration

(a) Emeept in eases involving appeals ftem deeciens of the Land Use Administrater- er- ef the Fesponsible official under- the State Environmental Pelley Aet, Any party feeling that the decision of the Examiner is based on errors of procedure, fact or law may make a written request for reconsideration within 14 calendar days of the issuance of the Examiner's decision. This request shall set forth the alleged errors, and the Examiner may, after review of the record, take such further action as is deemed appropriate, which may include the issuance of a revised decision.

Section 3

RULES FOR PRE-DECISION HEARINGS

3.01 Matters Subject to Pre-Decision Hearings

Pre-decision hearings will be held on the following matters:

(b) Applieatiens fer open spaee eufT-ent use assessments

(e)"b Dangerous sidewalk proceedings

(d)(c) Petitions for street and alley vacations

(e)(d) Applications for preliminary plat approval

In all of these matters, except (OUd , the Examiner makes a recommendation to the City Council and the Council makes the final decision. The Examiner's decision on a request for preliminary plat approval is the final decision of the City.

Resolution No. 34935  
Adopted: OCT 1 7 2000  
Maker of Motion:  
Seconded:

Roll Call Vote:

MEMBERS	AYES	NAYS	ABSTAIN	ABSENT
Mr. Crowley				
Mr. De Forrest	L----			
Mr. Evans				
Mr. Kirby				
Dr. McGavick				
Mr. Miller				
Ms. Moss	LI---			
Mr. Phelps				
Mayor Ebersole				

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Mr. Miller				
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Mr. Phelps				
Mayor Ebersole				

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