

RESOLUTION NO. 2023-05

**BEING A RESOLUTION AMENDING THE RULES OF PROCEDURE ADOPTING  
ALTERNATE CONDUCT OF AN INDIVIDUAL HEARING**

**WHEREAS**, the State enabling act for planning and zoning empowers a plan commission to adopt rules of procedure that set forth guidance to carry out administrative duties and responsibilities; and

**WHEREAS**, the Delaware-Muncie Metropolitan Plan Commission has adopted Rules of Procedure that allow for amendments as deemed necessary.

**NOW, THEREFORE, BE IT RESOLVED** by the Delaware-Muncie Metropolitan Plan Commission that the Rules of Procedure be amended, changed and supplemented as follows:

**Section 1.** That new language be inserted at the end of Article VII, Section 5 with the additional wording attached and incorporated herein as Exhibit A.

**Section 2.** That this Resolution is hereby adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**DELAWARE-MUNCIE METROPOLITAN  
PLAN COMMISSION**

\_\_\_\_\_  
Allen Wiseley, President

**ATTEST:**

\_\_\_\_\_  
Secretary

### C. ALTERNATE CONDUCT OF AN INDIVIDUAL HEARING

When prior to any individual hearing, the board by a majority vote finds that the usual procedure is inappropriate or inefficient in addressing a particular issue, and that this alternate procedure should be used, the public hearing on an individual item shall be conducted in the following manner.

1. Anyone wishing to speak on a matter is required to sign up to speak either in support or in opposition and must do so prior to the beginning of the meeting on a sign in sheet within the meeting room.
2. The President shall introduce the case. The Secretary shall read the case summary on the details of the case including the location and the current and proposed zones from the agenda.
3. The President shall call upon groups, committees and individuals in support who have signed up to speak prior to the beginning of the meeting on a sign in sheet within the meeting room. No group, committee or individual may speak more than three (3) minutes. No group, committee or individual may donate any portion of their three (3) minutes to any person except that those groups, committees or individuals represented by counsel may have their attorney speak for them. An attorney wishing to speak on behalf of multiple individuals must submit the names of those the attorney is speaking for as attorneys will not be afforded their own time to speak.
4. The President shall then call upon groups, committees and individuals in opposition who have signed up to speak prior to the beginning of the meeting on a sign in sheet within the meeting room. No group, committee or individual may speak more than three (3) minutes. No group, committee or individual may donate any portion of their three (3) minutes to any person except that those groups, committees or individuals represented by counsel may have their attorney speak for them. An attorney wishing to speak on behalf of multiple individuals must submit the names of those the attorney is speaking for as attorneys will not be afforded their own time to speak.
5. Both sides shall be permitted one rebuttal. It is suggested that each rebuttal be limited to five (5) minutes. After the rebuttals, the Commission may call upon and/or recognize individuals if needed for purposes of clarification.
6. Upon conclusion of the questioning, the President shall close the hearing and call for a motion.