

## ARTICLE 11

### AMENDMENT OF SUBDIVISION REGULATIONS

#### **Subdivision Amendment Procedure**

A proposal for an amendment of the text of the subdivision regulations is normally initiated by either the Planning Commission or the Governing Body. However, a private citizen may request that the Planning Commission initiate the amendment process by submitting a proposed change to the Office of the City Engineer.

If the change is requested by a private citizen, the normal procedure is for the City to permit the individual to present the proposed amendment to Planning Commission at a regular meeting. The Planning Commission, based on the information presented, will determine whether the proposal is worthy of consideration as an amendment. If it is determined that the proposal has merit, the Planning Commission may set a date for the public hearing and authorize the publication of the necessary public notice.

If the text amendment is initiated by either the Planning Commission or the Governing Body, a public hearing may be scheduled immediately. The Office of the City Engineer shall be responsible for having an official notice of the public hearing published in a newspaper or general circulation at least 20 days prior to the hearing, and follow administrative procedures for considering the amendment as prescribed in the subdivision regulations. This notice shall fix the time and place of the hearing and describe in general terms the proposed change. At the public hearing, citizens and parties of interest shall have an opportunity to be heard.

The public hearing may be adjourned from time to time and upon its conclusion, the Planning Commission shall prepare and adopt its recommendation to the Governing Body. This recommendation shall be submitted along with an accurate record of the public hearing.

The Governing Body shall consider the proposed amendment and shall take action as prescribed by the subdivision regulations.