

# CITY OF LYNDEN

## EXECUTIVE SUMMARY



<b>Meeting Date:</b>	October 4, 2021	
<b>Name of Agenda Item:</b>	Procedures for the Hearing Examiner Role	
<b>Section of Agenda:</b>	Consent	
<b>Department:</b>	Planning Department	
<b>Council Committee Review:</b>	<input type="checkbox"/> Community Development <input type="checkbox"/> Finance <input type="checkbox"/> Parks	<input type="checkbox"/> Public Safety <input type="checkbox"/> Public Works <input type="checkbox"/> Other: _____
	<b>Legal Review:</b> <input checked="" type="checkbox"/> Yes - Reviewed <input type="checkbox"/> No - Not Reviewed <input type="checkbox"/> Review Not Required	
<b>Attachments:</b>		
Proposed Revision to Procedures for the Hearing Examiner Role, Section 3 of Ord 1615		
<b>Summary Statement:</b>		
<p>In March of this year the City Council adopted ordinance 1615 which created a hearing examiner role for the City of Lynden. The City also adopted procedures of the office.</p> <p>The hearing examiner has held two public hearings to date. Hearings have gone smoothly. However, the Hearing Examiner has requested that the City amend procedures regarding the distribution of decisions. This is intended to curtail any direct contact an applicant or member of the public might have with the hearing examiner so as to maintain his impartial status in each matter. The Planning Department will be responsible for distribution of information.</p>		
<b>Recommended Action:</b>		
Motion to approve an amendment to the procedures of the office of hearing examiner for the City of Lynden regarding distribution of decisions and correspondence as shown in the attached document.		