

263—9.11(368) Committee decision.

9.11(1) Deliberation. After the final public hearing and filing of briefs, the committee will meet to decide whether or not to approve the petition. The meeting will be an open meeting pursuant to Iowa Code section 21.3.

- a.* Notice of the meeting will be provided pursuant to 9.2(4).
- b.* The committee may consider all information and arguments presented at the public hearing and in the briefs that were filed.
- c.* No additional oral or written testimony will be taken or considered.
- d.* The committee may conduct its deliberations in closed session, but shall announce its decision in open session.
- e.* Within 90 days after the final public hearing, the committee shall approve or disapprove the petition or plan and shall file its written decision for record.
- f.* The committee may amend the petition or plan prior to approving it.
- g.* Decisions shall always be in writing and rendered at a time following the hearing. The decision shall include:

- (1) Identification of parties and basic issues.
- (2) Summary of findings of fact.
- (3) Summary of conclusions of law.
- (4) Ruling.
- (5) Reasons for ruling.
- (6) Order for implementation of the decision.

9.11(2) Committee decisions, orders, or rulings shall be signed by the chairperson. Any city development board staff person authorized by the chairperson may sign decisions, orders, or rulings of the board or committee after the chairperson has reviewed the decision, order or ruling and has given consent to sign. Copies of the written decision shall be transmitted to the parties by certified mail.

9.11(3) A request for a decision which seeks only a change in the effective date shall be made by motion filed, served and acted upon in a like manner as other motions.