

To: The Planning Commission
Fr: Ron Chandler
Dt: August 22, 2013
Re: Administrative Hearing Officer

I recently met with Judge Lambert to discuss the administrative law duties. At issue were the length of time it may take to hear variances due to the Judges busy docket and some potential conflicts that were brought up by the Board of Justice Court Judges. We have been studying the use of an administrative hearing officer in place of an administrative law judge. An administrative hearing officer is someone who is appointed by the City to hear cases such as variances. They operate the same as the administrative law judge but don't have to be judges.

The attached document proposes that we add "administrative hearing officer" to our ordinance so that we have now and in the future the option to use an administrative law judge or an administrative hearing officer.