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**To:** [City Council](#); [Kelly Fernandez](#); [Roger Clark](#)  
**Cc:** [Kelly Michaels](#); [Mercedes Barcia](#); [Toni Cone](#); [Amanda Hawkins-Brown](#)  
**Subject:** Quasi-Judicial Procedures  
**Date:** Monday, September 11, 2023 8:08:44 AM

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Dear members of the City Council, Ms. Fernandez, and Mr. Clark,

I think most everyone would agree that the hearings on the Milano PUD amendment before the Planning Commission and the City Council went on much too long, and that changes in the quasi-judicial procedures are required. The North Venice Neighborhood Alliance agrees with the opinions provided in Ms. Fernandez's memorandum although more detail on some of them is needed which I assume will eventually be provided. The NVNA would offer the following as additional options for consideration:

11. Council members should be given more time to review submissions and to prepare prior to the hearing. Perhaps all submissions should be made five business days before the hearing instead of three.
12. Prior to each hearing council members should be instructed as to their proper roles as jurists in a quasi-judicial proceeding, including refraining from acting as advocates except during deliberations after the hearing has been closed. For example, questions from council members should be intended to elicit relevant information, not to support a position of one of the parties.
13. Do not allow parties to submit new information such as consultants' reports or legal memorandum after the deadline for submissions for the original hearing date except for good reason. The deadline should be a firm deadline.
14. Do not allow the applicant to set the date for the hearing. The applicant may ask for a hearing date, but the planning and zoning department should set a date that allows the department adequate time to prepare and the public adequate time to become informed and respond.
15. All submissions and correspondence submitted by the applicant in support of its petition should be posted on the city's website within 2 business days of the submission so as to avoid others from having to continually ask the city for documents in an effort to become informed.
16. Prohibit all "speaking objections". Objections should be short and concise and simply state the basis for the objection i.e., relevance, calls for speculation, asked and answered, leading, argumentative, etc. Speaking objections are improper.
17. During a party's presentation, facts either through exhibits, witness testimony or stipulations are to be presented. Oral argument should be reserved for the summary portion of the hearing.

Thank you for your consideration. Gary Scott for the NVNA