



City of Elkins

Rules and Ordinances Committee Meeting

April 7, 2025

3:30 PM

Phil Gainer Community Center
142 Robert E Lee Ave. Ext.

Charter Authority of the Rules & Ordinances Committee: Consider and propose to Council new and amended ordinances, rules, and policies.

AGENDA

1. **Call to order and roll call**
2. **Public comment**
3. **Minutes**
 - a. Proposed minutes for the meeting of December 9, 2024
4. **Reports**
5. **New business**
 - a. Petition process for law/rule changes (including speed limits/traffic patterns)
6. **Announcements**
7. **Adjournment**



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	April 7, 2025
Section:	Minutes
Category:	Action Item
Agenda Item Name:	Proposed minutes for the meeting of December 9, 2024
Recommended By:	City Clerk
Summary:	Minutes proposed for the committee's meeting of December 9
Fiscal Impact:	n/a
Recommendation:	Consider for approval
Attachments:	1. Rules and Ordinances Committee - 2024_12_09 - minutes_proposed

**RULES AND ORDINANCES COMMITTEE
REGULAR MEETING
MINUTES**

*Phil Gainer Community Center
142 Robert E. Lee Ave. Ext.
December 9, 2024
3:30 p.m.*

Present were members: C. Lowther (Chair), A. Carroll, L. Severino.

Also present were: Jerry Marco (mayor), Steve Himes (fire chief), Travis Bennett (police chief), and Sutton Stokes (city clerk).

PUBLIC COMMENT

There was no public comment.

MINUTES

Severino **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF NOVEMBER 4, 2024. The motion carried.**

NEW BUSINESS

Carroll **MOVED RECOMMENDING COUNCIL APPROVAL OF ADMINISTRATIVE PROCEDURE FOR DETERMINATION OF SUBSTANTIAL IMPROVEMENT AND SUBSTANTIAL DAMAGE, IN COMPLIANCE WITH THE NATIONAL FLOOD INSURANCE PROGRAM, AS PRESENTED. The motion carried.**

Carroll **MOVED RECOMMENDING COUNCIL APPROVAL OF CHANGES TO CITY CODE SECTION 71.46, 93.004, AND 93.005. The motion carried.**

The recommended changes included:

- Eliminate geographic restrictions on where skateboards, in line skates, and motorized scooters may be operated.
- Amend penalties for violations

The meeting adjourned at 3:56 p.m.

Name & Title

Signature



CITY OF ELKINS AGENDA ITEM REPORT

Meeting Date:	April 7, 2025
Section:	New business
Category:	Action Item
Agenda Item Name:	Petition process for law/rule changes (including speed limits/traffic patterns)
Recommended By:	City Clerk
Summary:	<p>When citizens approach the city with proposed changes to city code or related rules and regulations, how should staff handle this? Although citizens should be able to propose changes to their elected government, a proposed change might require a substantial amount of staff and/or meeting time before it can be adequately considered and either approved or disposed of. Topics that come to mind include parking patterns and speed limit changes, as well as more significant changes to city code.</p> <p>Because any change to city laws, rules, and regulations will affect more (possibly many more) people than the requester, one reasonable requirement might be a petition process. For example, before the Rules & Ordinance Committee takes up consideration of a proposed change, the requester must present a petition with a minimum number of signatures.</p> <p>Where changes to parking rules are proposed, it seems reasonable to require the requester to gather the opinions of all affected residents and business owners before the proposed change might be taken up.</p> <p>When people want to change laws, should they be requested to submit the precise wording they propose it be changed to? This is typical in many cities, when changes to zoning laws are requested, but should it be extended to all requested changes to laws?</p> <p>Finally, should there be an application fee for requested changes like these? Again, these are not uncommon when it comes to changes in zoning laws. Should this be applied more generally for all requested changes to city laws?</p>



CITY OF ELKINS AGENDA ITEM REPORT

Fiscal Impact:	n/a
Recommendation:	Discuss and consider next steps and recommendations
Attachments:	None