

20 NCAC 03 .0107 OTHER REQUESTS FOR ACTION

- (a) This Rule applies in all cases for which specific procedures are not provided elsewhere in this Chapter.
- (b) All requests for action shall be addressed to the Secretary at the mailing address of the Commission.
- (c) Each request for action shall include the following information:
 - (1) cover letter which includes:
 - (A) name and address of the petitioner,
 - (B) brief description of circumstances and action requested,
 - (C) statutory basis for request and for action,
 - (D) signature of petitioner;
 - (2) detailed description of circumstances and reasons for which action is requested;
 - (3) list of all persons (real and corporate) who may be beneficially or adversely affected by any action of the Commission;
 - (4) such other material as may be applicable to the circumstances.
- (d) After receipt of a request, the Secretary shall review the case. The Secretary may require the petitioner to attend an informal conference with the staff of the Commission. The Secretary may require the filing of such additional information as he may consider valuable to the consideration of the issues.
- (e) After receipt of all requested information, the Commission shall consider the issues. This consideration shall use those factors, determined on a case by case basis, which seem applicable to the case. The Commission may hold a public hearing whenever it feels such a hearing will be in the public interest. The Commission shall notify the petitioner and all other parties to the case, in writing, of its decision to approve or to disapprove the request.

*History Note: Authority G.S. 159-3(f);
 Eff. February 1, 1976;
 Readopted Eff. September 23, 1977;
 Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. January 9,
 2018.*