

June 11, 2020 – Open Meeting Matter
May 14, 2020 – Open Meeting Matter

To: The Board

From: Christopher M. Hammer



Date: June 3, 2020

Re: Proposed Amendments to Board Rules § 1-09: City Planning Commissioners

As directed by the Board at its May 2020 meeting (**Exhibit 1**), Staff submitted the proposed amendments to Board Rules § 1-09 to the New York City Law Department and the Mayor's Office of Operations, as required by the City Administrative Procedure Act. See Exhibit 2. During the course of this review, minor stylistic changes were made to the Statement of Basis and Purpose and the title of the proposed Rule, reflected in the tracked changes in **Exhibit 3**. As requested by the Board, the Law Department specifically considered the proposed language regarding local development corporations and the Economic Development Corporation and found that language appropriate.

With the Board's approval, Staff will notice the rules for a public hearing and opportunity to comment. See City Charter § 1043(b).

Minutes of the Open Meeting of the New York City Conflicts of Interest Board

Date: May 14, 2020

Present:

Board Members: Chair Jeffrey D. Friedlander and Members Fernando A. Bohorquez, Jr., Anthony Crowell, Wayne G. Hawley, and Nisha Agarwal

Board Staff: Ethan Carrier, Chad Gholizadeh, Ana Gross, Christopher Hammer, Gavin Kendall, Julia Lee, Carolyn Miller, Katherine Miller, Ari Mulgay, Yasong Niu, Jeffrey Tremblay, Clare Wiseman, and Juliya Ziskina.

Guests: None

The Board and Staff participated by videoconference pursuant to Executive Order No. 202 issued on March 7, 2020. The meeting was called to order by the Chair at approximately 9:33 a.m. The Chair stated that the meeting was being conducted pursuant to the New York State Open Meetings Law and designated the undersigned as the Recording Secretary for purposes of the meeting.

The Chair stated that the meeting was called to discuss proposed amendments to Board Rules §§ 4-05 and 1-09.

Board Rules § 4-05

After a brief introduction, the Chair asked for any comments by the Board or Staff. There were no comments.

Upon motion duly made and seconded, the Board unanimously voted to adopt the proposed amendments as the final rule.

Board Rules § 1-09

After a brief introduction, the Chair asked for any comments by the Board or Staff.

The following constitutes the changes as agreed upon by the Board and Staff:

- Add “as defined in Charter Section 2601(4)” after “appear”
- § 1-09(a)(6): revise to read: “Art Commission/Public Design Commission”
- § 1-09(b): add the Economic Development Corporation as a separate number
- § 1-09(b)(4): change “including” to “or”

Upon motion duly made and seconded, the Board unanimously voted to adopt the proposed amendments incorporating the proposed changes for submission to the Law Department and Mayor’s Office of Operations in advance of a public hearing on the rule. The Law Department should be asked to review the description of “local development corporation” to ensure completeness.

The open meeting was adjourned at approximately 10:00 a.m.

Respectfully submitted,

Julia H. Lee
Recording Secretary

New York City Conflicts of Interest Board

Notice of Public Hearing and Opportunity to Comment on Proposed Rules Regarding City Planning Commissioners

What are we proposing? The Conflicts of Interest Board proposes to amend its rules regarding City Planning Commissioners.

When and where is the Hearing? The Conflicts of Interest Board will hold a public hearing on the proposed rule. The public hearing will take place by video conference at [] on [] and is accessible by:

- **Internet Video and Audio.** To access the hearing by Zoom, use the following URL: [].
- **Telephone.** To access the hearing by telephone, dial []. When prompted, use the following access code [] and password [].

How do I comment on the proposed rules? Anyone can comment on the proposed rules by:

- **Website.** You can submit comments to the Conflicts of Interest Board through the NYC rules website at <http://rules.cityofnewyork.us>.
- **Email.** You can email comments to Rules@COIB.nyc.gov.
- **By Speaking at the Hearing.** Anyone who wants to comment on the proposed rule at the public hearing may speak for up to three minutes. Please access the public hearing by Internet Video and Audio or by Telephone using the instructions above. It is recommended, but not required, that commenters sign up prior to the hearing by contacting the Conflicts of Interest Board by phone at (212) 437-0730 or by email at lee@coib.nyc.gov.

Is there a deadline to submit comments? Yes, you must submit written comments by [].

This hearing has the following accessibility option(s) available: The Zoom platform accommodates screen reader software. Simultaneous transcription or a sign-language interpreter are available upon request.

Do you need assistance to participate in the hearing? You must tell the Conflicts of Interest Board if you need a reasonable accommodation of a disability at the hearing, including if you need a sign language interpreter or simultaneous transcription. You can advise us by email at lee@coib.nyc.gov or by telephone at (212) 437-0730. You must tell us by [].

Can I review the comments made on the proposed rules? You can review the comments made online on the proposed rules by going to the website at <http://rules.cityofnewyork.us/>. A few

1 days after the hearing, copies of all comments submitted online, copies of all written comments,
2 and a summary of oral comments concerning the proposed rule will be available to the public.
3

4 **What authorizes the Conflicts of Interest Board to make this rule?** Sections 192(b),
5 1043, and 2603(a) of the City Charter authorize the Conflicts of Interest Board to make this
6 proposed rule. This proposed rule was not included in the Conflicts of Interest Board’s regulatory
7 agenda for this Fiscal Year because it was not anticipated to be a subject of rulemaking at that
8 time.
9

10 **Where can I find the Conflicts of Interest Board’s rules?** The Conflicts of Interest
11 Board’s rules are in Title 53 of the Rules of the City of New York.
12

13 **What rules govern the rulemaking process?** The Conflicts of Interest Board must meet
14 the requirements of Section 1043 of the City Charter when creating or changing rules. This notice
15 is made according to the requirements of Section 1043 of the City Charter.
16

17 **Statement of Basis and Purpose of the Proposed Rule**

18 The City Planning Commission (the “Commission”) is comprised of thirteen members,
19 including a Chair who serves as a regular employee of the City. Pursuant to City Charter § 192(b),
20 Commission members are prohibited from appearing, directly or indirectly, before the
21 Commission, the Department of City Planning, “or any other city agency for which the conflicts
22 of interest board shall, by rule, determine such appearance creates a conflict of interest with the
23 duties and responsibilities of the member.” Pursuant to City Charter § 192(b), the Board adopted
24 Board Rules § 1-09 in 1992 to identify the City agencies before which a Commission member’s
25 appearance would pose a conflict. The Board notes, in accordance with City Charter § 2603(c)(4),
26 that two advisory opinions, A.O. Nos. 1993-32 and 2007-2, are straightforward applications of
27 Board Rules § 1-09, requiring no codification into a rule.

28 The Board now proposes to update and clarify the rule. The proposed amendments would:
29 (1) remove the definitional sections contained in Board Rules § 1-09(a), which are not unique to
30 the Commission: City Charter § 2601(4) (“Appear”), § 2601(15) (“Ministerial”), and § 2604(b)(6)
31 (“Indirect Appearance”); (2) organize the prohibitions into a more user-friendly format; and (3)

1 update the agency names that have been changed in the intervening years. The agency names are
2 deleted or revised as follows:

- 3 • The reference to the Mayor's Office of Planning and Coordination has been
4 deleted, as such office has ceased to exist.
- 5 • The Art Commission has been designated, by Executive Order No. 119 of 2008,
6 as the Public Design Commission. Because the Art Commission remains part
7 of the City Charter, both names are included.
- 8 • The Department of Business Services has become the Department of Small
9 Business Services (Local Law 34 of 2002).
- 10 • The Economic Development Corporation, originally formed as a local
11 development corporation, was incorporated as a not-for-profit corporation in
12 2012 but, as a City agency within the meaning of Charter Section 2601(2), has
13 been named explicitly.
- 14 • Reference to local development corporations that contract with the Department
15 of Small Business Services has been clarified to include business improvement
16 districts.
- 17 • Reference to the Hardship Appeals Panel has been deleted for two reasons: first,
18 no person has been appointed to serve on the Hardship Appeals Panel since its
19 creation (Local Law 70 of 1991) as § 3021 of City Charter Chapter 74. Second,
20 because the Hardship Appeals Panel is part of the same Charter chapter
21 establishing the New York City Landmarks Preservation Commission, the
22 proposed Board Rules § 1-09(a)(7) would already prohibit any appearances
23 before the Hardship Appeals Panel.

New material is underlined. [Deleted material is bracketed.]

Section 1. Section 1-09 of Chapter 1 of Title 53 of the Rules of the City of New York is
REPEALED and a new Section 1-09 is added to read as follows:

§1-09 Prohibited Appearances Before City Agencies by City Planning Commissioners.

(a) For the purposes of Charter Section 192(b), no member of the City Planning Commission shall appear, within the meaning of Charter Section 2601(4), directly or indirectly on any matter before:

- (1) the Mayor, Deputy Mayor, and their staffs;
- (2) the Mayor's Office of Environmental Coordination;
- (3) the offices of the Borough Presidents;
- (4) the City Council, including any individual Council Members and their staffs;
- (5) Community Boards;
- (6) the Art Commission/Public Design Commission; and
- (7) the Landmarks Preservation Commission.

(b) For the purposes of Charter Section 192(b), no member of the Commission shall appear, within the meaning of Charter Section 2601(4), directly or indirectly on any matter involving zoning or land use before:

- (1) the Department of Buildings, provided that a member of the Commission shall not be barred from filing plans with the Department of Buildings or from making appearances related to the filing of such plans, except that appearances in reconsideration proceedings before a Borough Commissioner, the Commissioner, or a Deputy Commissioner of the Department of Buildings shall be prohibited;
- (2) the Board of Standards and Appeals;
- (3) the Department of Consumer Affairs;
- (4) the Economic Development Corporation and

1
2 (5) the Department of Small Business Services and any local development
3 corporation or business improvement district that has entered into a contract
4 with the City to perform services on behalf of the Department of Small
5 Business Services.

6
7 (c) For the purposes of Charter Section 192(b), no member of the Commission shall
8 appear, within the meaning of Charter Section 2601(4), before any City agency with
9 respect to planning, environmental, financial or other aspects of a matter that can
10 reasonably be expected to come before the Commission for approval or other
11 formal action, including, but not limited to, the acquisition or disposition of City-
12 owned land; an application for a zoning change or special permit; action pursuant
13 to the Uniform Land Use Review Procedure; or action on major concessions and
14 franchises.

1 New York City Conflicts of Interest Board

2
3 **Notice of Public Hearing and Opportunity to Comment on Proposed Rules Regarding City**
4 **Planning Commissioners**
5

6 **What are we proposing?** The Conflicts of Interest Board proposes to amend its rules
7 regarding City Planning Commissioners.
8

9 **When and where is the Hearing?** The Conflicts of Interest Board will hold a public
10 hearing on the proposed rule. The public hearing will take place by video conference at [] on []
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17 following access code [] and password [].
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27 • **By Speaking at the Hearing.** Anyone who wants to comment on the proposed rule at
28 the public hearing may speak for up to three minutes. Please access the public hearing
29 by Internet Video and Audio or by Telephone using the instructions above. It is
30 recommended, but not required, that commenters sign up prior to the hearing by
31 contacting the Conflicts of Interest Board by phone at (212) 437-0730 or by email at
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34 **Is there a deadline to submit comments?** Yes, you must submit written comments by [].
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45 **Can I review the comments made on the proposed rules?** You can review the comments
46 made online on the proposed rules by going to the website at <http://rules.cityofnewyork.us/>. ~~A few~~

1 ~~days after the hearing, copies~~Copies of all comments submitted online, copies of all written
2 comments, and a summary of oral comments concerning the proposed rule will be available to the
3 public ~~on the Conflicts of Interest Board's website~~ ([https://www1.nyc.gov/site/coib/public-
5 documents/open-meetings-and-public-hearings.page](https://www1.nyc.gov/site/coib/public-
4 documents/open-meetings-and-public-hearings.page)) as soon as practicable.

6 **What authorizes the Conflicts of Interest Board to make this rule?** Sections 192(b),
7 1043, and 2603(a) of the City Charter authorize the Conflicts of Interest Board to make this
8 proposed rule. This proposed rule was not included in the Conflicts of Interest Board's regulatory
9 agenda for this Fiscal Year because it was not anticipated to be a subject of rulemaking at that
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12 **Where can I find the Conflicts of Interest Board's rules?** The Conflicts of Interest
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15 **What rules govern the rulemaking process?** The Conflicts of Interest Board must meet
16 the requirements of Section 1043 of the City Charter when creating or changing rules. This notice
17 is made according to the requirements of Section 1043 of the City Charter.

18 **Statement of Basis and Purpose of the Proposed Rule**

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21 including a Chair who serves as a regular employee of the City. Pursuant to City Charter § 192(b),
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29 Board Rules § 1-09, requiring no codification ~~into~~as a rule.

30 The Board now proposes to update and clarify the rule. The proposed amendments would:

1 (1) remove the definitional sections contained in Board Rules § 1-09(a), which are not
2 unique to the Commission: City Charter § 2601(4) (“Appear”), § 2601(15) (“Ministerial”), and §
3 2604(b)(6) (“Indirect Appearance”);

4 (2) organize the prohibitions into a more user-friendly format; and

5 (3) update the agency names that have been changed in the intervening years.

6 The agency names are deleted or revised as follows:

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8 deleted, as such office has ceased to exist.
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11 of the City Charter, both names are included.
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13 Business Services (Local Law 34 of 2002).
- 14 • The Economic Development Corporation, originally formed as a local
15 development corporation, was incorporated as a not-for-profit corporation in
16 2012 but, as a City agency within the meaning of Charter Section 2601(2), has
17 been named explicitly.
- 18 • Reference to local development corporations that contract with the Department
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10 Commissioners Before City Agencies.

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12 (a) For the purposes of Charter Section 192(b), no member of the City Planning
13 Commission shall appear, within the meaning of Charter Section 2601(4), directly
14 or indirectly on any matter before:

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16 (1) the Mayor, Deputy Mayor, and their staffs;

17
18 (2) the Mayor's Office of Environmental Coordination;

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20 (3) the offices of the Borough Presidents;

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22 (4) the City Council, including any individual Council Members and their
23 staffs;

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25 (5) Community Boards;

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27 (6) the Art Commission/Public Design Commission; and

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29 (7) the Landmarks Preservation Commission.

30
31 (b) For the purposes of Charter Section 192(b), no member of the Commission shall
32 appear, within the meaning of Charter Section 2601(4), directly or indirectly on any
33 matter involving zoning or land use before:

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35 (1) the Department of Buildings, provided that a member of the Commission
36 shall not be barred from filing plans with the Department of Buildings or
37 from making appearances related to the filing of such plans, except that
38 appearances in reconsideration proceedings before a Borough

1 Commissioner, the Commissioner, or a Deputy Commissioner of the
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4 (2) the Board of Standards and Appeals;

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11 corporation or business improvement district that has entered into a contract
12 with the City to perform services on behalf of the Department of Small
13 Business Services.

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15 (c) For the purposes of Charter Section 192(b), no member of the Commission shall
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New York City Conflicts of Interest Board

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What authorizes the Conflicts of Interest Board to make this rule? Sections 192(b), 1043, and 2603(a) of the City Charter authorize the Conflicts of Interest Board to make this proposed rule. This proposed rule was not included in the Conflicts of Interest Board's regulatory agenda for this Fiscal Year because it was not anticipated to be a subject of rulemaking at that time.

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What rules govern the rulemaking process? The Conflicts of Interest Board must meet the requirements of Section 1043 of the City Charter when creating or changing rules. This notice is made according to the requirements of Section 1043 of the City Charter.

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- The Economic Development Corporation, originally formed as a local development corporation, was incorporated as a not-for-profit corporation in 2012 but, as a City agency within the meaning of Charter Section 2601(2), has been named explicitly.
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- Reference to the Hardship Appeals Panel has been deleted for two reasons: first, no person has been appointed to serve on the Hardship Appeals Panel since its creation (Local Law 70 of 1991) as § 3021 of City Charter Chapter

74. Second, because the Hardship Appeals Panel is part of the same Charter chapter establishing the New York City Landmarks Preservation Commission, the proposed Board Rules § 1-09(a)(7) would already prohibit any appearances before the Hardship Appeals Panel.

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(3) the Department of Consumer Affairs;

(4) the Economic Development Corporation; and

(5) the Department of Small Business Services and any local development corporation or business improvement district that has entered into a contract with the City to perform services on behalf of the Department of Small Business Services.

(c) For the purposes of Charter Section 192(b), no member of the Commission shall appear, within the meaning of Charter Section 2601(4), before any City agency with respect to planning, environmental, financial or other aspects of a matter that can reasonably be expected to come before the Commission for approval or other formal action, including, but not limited to, the acquisition or disposition of City-owned land; an application for a zoning change or special permit; action pursuant to the Uniform Land Use Review Procedure; or action on major concessions and franchises.

**NEW YORK CITY LAW DEPARTMENT
DIVISION OF LEGAL COUNSEL
100 CHURCH STREET
NEW YORK, NY 10007
212-356-4028**

**CERTIFICATION PURSUANT TO
CHARTER §1043(d)**

RULE TITLE: Amendment of Rules for City Planning Commissioners

REFERENCE NUMBER: 2020 RG 057

RULEMAKING AGENCY: Conflicts of Interest Board

I certify that this office has reviewed the above-referenced proposed rule as required by section 1043(d) of the New York City Charter, and that the above-referenced proposed rule:

- (i) is drafted so as to accomplish the purpose of the authorizing provisions of law;
- (ii) is not in conflict with other applicable rules;
- (iii) to the extent practicable and appropriate, is narrowly drawn to achieve its stated purpose; and
- (iv) to the extent practicable and appropriate, contains a statement of basis and purpose that provides a clear explanation of the rule and the requirements imposed by the rule.

/s/ STEVEN GOULDEN
Acting Corporation Counsel

Date: May 29, 2020

**NEW YORK CITY MAYOR'S OFFICE OF OPERATIONS
253 BROADWAY, 10th FLOOR
NEW YORK, NY 10007
212-788-1400**

**CERTIFICATION / ANALYSIS
PURSUANT TO CHARTER SECTION 1043(d)**

RULE TITLE: Amendment of Rules for City Planning Commissioners

REFERENCE NUMBER: COIB-18

RULEMAKING AGENCY: Conflicts of Interest Board

I certify that this office has analyzed the proposed rule referenced above as required by Section 1043(d) of the New York City Charter, and that the proposed rule referenced above:

- (i) Is understandable and written in plain language for the discrete regulated community or communities;
- (ii) Minimizes compliance costs for the discrete regulated community or communities consistent with achieving the stated purpose of the rule; and
- (iii) Does not provide a cure period because it does not establish a violation, modification of a violation, or modification of the penalties associated with a violation.

/s/ Francisco X. Navarro
Mayor's Office of Operations

May 31, 2020
Date