

ADMINISTRATIVE RULES PROCESS

FIRST STEP - STATEMENT OF SCOPE

- Commission staff prepares a draft Statement of Scope
- Commission reviews and approves the Statement of Scope
- Statement of Scope is published in the *Wisconsin Administrative Register*
- Waiting period

SECOND STEP - HEARING STEP

- Commission staff prepares draft rule
- Once draft is ready, staff prepares a Notice of Hearing and other information regarding the draft rule
- The Commission reviews and approves the draft rule and Notice
- The Notice of Hearing and Proposed Rule are published in the *Wisconsin Administrative Register*
- A hearing is held and comments taken

For the Wind Siting Rules, at least 2 hearings (one in Monroe County, and one outside Dane and Monroe Counties, but where developers have proposed wind energy systems)

THIRD STEP - LEGISLATIVE STEP

- Commission staff redrafts rule based on comments
- Commission staff prepares a Report to the Legislature
- The Commission reviews and approves the Final Rules and the Report to the Legislature
- The Rule and the Report to the Legislature are sent to both the Assembly and the Senate
- The Rule is assigned to a Committee in each house
- Committees have 30 days to review the rule

A committee may schedule a hearing or request that the Commission modify the rule

FOURTH STEP - FINAL STEP

- At the conclusion of the legislative rule review period, the Rule is approved
- The Final Rule is sent to Secretary of State
- The Final Rule is published in the *Wisconsin Administrative Register*
- Generally, the Final Rule becomes effective the first day of the first month following publication