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## COORDINATING COMMITTEE

### BY LAWS

1. **Authority**

The Coordinating Committee was established by resolution of the National Capital Planning Commission adopted August 8, 1952, pursuant to authority for the creation of the Committee contained in Section 2(d) of the National Capital Planning Act of 1952.

2. **Functions**

The function of the Coordinating Committee is to ensure the maximum amount of coordination and cooperation among the various agencies of the Federal and District of Columbia Governments in order that the National Capital may be developed in accordance with the Comprehensive Plan. The Coordinating Committee will review projects located in the District of Columbia. While the Coordinating Committee may evaluate various aspects of a proposed project, their recommendations to the Commission will only address inter-agency coordination. Other issues discussed may be included in the National Capital Planning Commission Executive Director's Recommendation to the Commission where appropriate. Projects that will be coordinated by this committee include the following:

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\* Approved by the Coordinating Committee on April 12, 2000.

- a. Amendments to the Permanent System of Highways Plan;<sup>1</sup>
- b. Closing of streets and alleys under the Street Readjustment Act of the District of Columbia;<sup>2</sup>
- c. Location, height, bulk, number of stories, and size of, and the provision for open space in and around, Federal buildings in the District of Columbia;<sup>3</sup>
- d. General location, boundary lines, and site development and subdivision plans of public housing projects;<sup>4</sup>
- e. General location, boundary lines, and plans for urban renewal projects;<sup>5</sup>
- f. Public off-street parking facilities;<sup>6</sup>
- g. Transfer of jurisdiction over property among or between Federal and District of Columbia agencies;<sup>7</sup>
- h. Sale of land no longer required for public purposes by the District of Columbia<sup>8</sup> or the National Park Service<sup>9</sup>;
- i. Planning, use, improvement, and development of the Recreation System of the District of Columbia; and
- j. Land acquisition programs of agencies of the Federal and District of Columbia Governments within the District of Columbia.<sup>10</sup>
- k. Alterations, revisions or amendment of the Adopted Regional System of the Washington Metropolitan Area Transit Authority.<sup>11</sup>

3. **Membership**<sup>12</sup>

- a. **Regular Members** – The Coordinating Committee shall consist of the following officials of the Federal and District of Columbia Governments or their duly designated alternates:

**NATIONAL CAPITAL PLANNING COMMISSION**

- (1) Executive Director

**DISTRICT OF COLUMBIA GOVERNMENT**

- (2) Director, Office of Planning

- (3) Director, Department of Housing and Community Development

- (4) Director, Department of ~~Public Works~~ *Transportation*

- (5) Fire Marshal

**NATIONAL PARK SERVICE**

- (6) Regional Director, National Capital Region

**GENERAL SERVICES ADMINISTRATION**

- (7) Assistant Regional Administrator, Public Building Services, National Capital Region

**WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY**

- (8) Director, Office of Engineering and Architecture

- b. **Optional Members** – In addition to the regular members set forth above, the Executive Director may ask additional members to participate in the coordination of projects under their jurisdiction

or area of expertise. Optional members may include, but are not limited to, the following:

**DISTRICT OF COLUMBIA GOVERNMENT**

- (9) Director, Department of Recreation and Parks
- (10) State Historic Preservation Officer
- (11) Deputy Chief of Operations, Board of Education

**BALTIMORE DISTRICT CORPS OF ENGINEERS**

- (12) District Engineer

**ARCHITECT OF THE CAPITOL**

- (13) Architect of the Capitol

**COMMISSION OF FINE ARTS**

- (14) Secretary

**DEPARTMENT OF DEFENSE**

- (15) Director of Real Estate and Facilities

**MARYLAND NATIONAL CAPITAL PARK AND PLANNING COMMISSION**

- (16) Director, Montgomery County Department of Park and Planning
- (17) Director, Prince George's County Department of Park and Planning

**ARLINGTON COUNTY PLANNING DIVISION**

- (18) Planning Director, Arlington County

**CITY OF ALEXANDRIA**

- (19) Director, Department of Planning and Zoning

4. **Officers**

- a. **Chairman** – The Executive Director, National Capital Planning Commission, or his<sup>13</sup> designated alternate, shall serve as Chairman of the Committee and preside at Committee meetings.
- b. **Secretary** – The Executive Director of the National Capital Planning Commission shall designate a member of the staff of the Commission to serve as Secretary to the Committee.
- c. **Counsel** – The General Counsel of the National Capital Planning Commission shall serve as Counsel to the Committee.

5. **Meetings**

- a. **Time and Place** – The monthly meeting dates and time for this committee will be determined on an annual basis and distributed to all members. The meetings will be in the offices of the National Capital Planning Commission Washington D.C., unless otherwise determined by the Chairman.
- b. **Quorum** – A simple majority of the regular members and, in the absence of members, their designated alternates shall constitute a quorum. A quorum will be required to officially forward comments of the Coordinating Committee to the Commission.

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- <sup>1</sup> The Act of March 2, 1893 (27 Stat. 532)
- <sup>2</sup> D.C. Code, 1981 ed., Sections, 7-421 to 7-435.
- <sup>3</sup> D.C. Code, 1981 ed., Section. 5-432.
- <sup>4</sup> D.C. Code, 1981 ed., Sections. 5-103 to 5-116
- <sup>5</sup> D.C. Code, 1981 ed., Sections. 5-801 to 5-838
- <sup>6</sup> D.C. Code, 1981 ed., Sections. 40-801 to 40-813.
- <sup>7</sup> D.C. Code, 1981 ed., Section 8-115
- <sup>8</sup> D.C. Code, 1981 ed., Section 9-301
- <sup>9</sup> 40 U.S.C. 74a, and D.C. Code Section 9-404
- <sup>10</sup> D.C. Code, 1981 ed., Sections 1-2009 to 1-2010
- <sup>11</sup> Washington Metropolitan Area Transportation Authority Compact
- <sup>12</sup> Resolution of the Commission of August 8, 1952
- <sup>13</sup> All terms used herein which demonstrate gender shall be considered gender neutral