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## WISCONSIN LEGISLATIVE COUNCIL RULES CLEARINGHOUSE

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### CLEARINGHOUSE RULE 17-001

#### Comments

**[NOTE: All citations to “Manual” in the comments below are to the Administrative Rules Procedures Manual, prepared by the Legislative Reference Bureau and the Legislative Council Staff, dated December 2014.]**

#### **2. Form, Style and Placement in Administrative Code**

- a. The department should include its treatment of Notes in the enumeration of provisions treated by the proposed rule.
- b. The proposed rule should designate a place where comments may be submitted. [s. 1.02, Manual.]
- c. The proposed rule should contain an initial applicability clause to apply the revised rule to events occurring on or after the proposed rule’s effective date. [s. 1.02 (3m), Manual.]

#### **5. Clarity, Grammar, Punctuation and Use of Plain Language**

- a. Throughout introductory clauses in the proposed rule, periods should follow numerals when referring to rule subdivisions.
- b. In s. SPS 320.09 (2) (a) 2., insert the word “day” after “15<sup>th</sup>”. In the same SECTION, the department should revise the phrase “Municipalities or its contracted agent...” to “A municipality or its contracted agent...”. [s. 1.01 (9) (e), Manual.]
- c. The department should consider reordering s. SPS 320.09 (2) (a) 3. and 4., as it appears to make more sense from a chronological standpoint to switch the order of these two subdivisions.
- d. In s. SPS 320.09 (2) (a) 4., prohibitions should be expressed using “may not” and “nor may” rather than “shall not” and “nor shall”. [s. 1.01 (2), Manual.]

e. In SPS 320.09 (2) (a) 4. (Note), use of the vague term “etc.” should be avoided. [s. 1.01 (9) (c), Manual.]

f. The proposed rule’s effective date should indicate when the rule takes effect, not when the emergency rule takes effect.