Public Guide to Petitions for Rulemaking

A petition for rulemaking is a request to an agency/board to develop a new regulation, or amend or repeal an existing regulation.

Sources: Section 2.2-4007 of the Code of Virginia and Office of Regulatory Management Procedures (2022) to implement Executive Order 19 (2022)



For more information,
visit the
Virginia Regulatory Town Hall
at
townhall.virginia.gov

Petition process:

Provide the agency with the following information which is known as a petition:

The substance and purpose of the rulemaking that is requested and, if an existing regulation, include the citation to the Virginia Administrative Code.

Citation to the legal authority of the agency/board to take the action requested.

It is helpful to refer to "Code of Virginia Section 2.2-4007" and "petition for rulemaking" so the agency will respond appropriately to your request.

Within 14 days of receiving the petition, the agency must send a notice with petitioner's name, the nature of the petitioner's request, and its plan for handling the request to the *Virginia Register of Regulations*.

The notice appears on Town Hall & email notification is sent to Town Hall registered users.

The petition is published in the *Register,* the 21-day public comment period begins and a Town Hall public comment forum opens.

Public comment period/forum closes.

Within 90 days (under most circumstances), the agency issues a written decision granting or denying the request.

The decision must include the reasons for the agency/board's decision, must appear on Town Hall, and be published in the *Register*

Town Hall will send an email notification to Town Hall registered public users.

Note: These decisions are not subject to court review.

