

# NOTICE

## CLARIFICATION OF NOTICES FOR OCD HEARING GUIDELINES AND COMPULSORY POOLING APPLICATIONS

**EFFECTIVE JANUARY 23, 2020**

The application must be included in the hearing exhibits. The OCD Hearing Guidelines and Compulsory Pooling Checklist Notice requires applicants to submit the application at the hearing. Although the application is already in the record, applicants must include the application in the hearing exhibits to facilitate the Engineering Bureau's review process.

Applicants must submit the original and three copies of the hearing exhibits. The OCD Hearing Guidelines require applicants to submit the original hearing exhibits to the hearing examiner and a copy to the court reporter. In light of recent changes to the hearing process, applicants must provide the original hearing exhibits to the hearing examiner, one copy to the court reporter, and two copies to Engineering Bureau staff in attendance at the hearing.

OCD will dismiss or continue cases that lack evidence of published notice or the compulsory pooling application checklist, as applicable. If the applicant did not publish the hearing notice when required, did not timely publish the hearing notice, or does not have the affidavit of publication or compulsory pooling application checklist at hearing, the applicant may dismiss or continue the case to the next docket. If the applicant decides to continue the case, it must file a motion for continuance via the OCD's fee portal no later than five (5) business days after the hearing. If the applicant does not timely file the motion for continuance, the application will be dismissed.