

NOTICE REGARDING RESPONSE TIMES FOR

REQUESTS RECEIVED UNDER THE MARYLAND PUBLIC INFORMATION ACT

This notice is given by Suzanne Ludlow, City Manager, of the City of Takoma Park, Maryland, acting pursuant to the Proclamation of Governor Lawrence J. Hogan, Jr. (the "Governor") dated March 5, 2020, proclaiming a state of emergency and a catastrophic health emergency related to COVID-19, as it may be amended or renewed from time to time, and the Order of the Governor dated March 12, 2020, entitled "Extending Certain Licenses, Permits, Registrations, and Other Governmental Authorizations, and Authorizing Suspension of Legal Time Requirements," as it may be amended from time to time, after finding that the actions described herein will not endanger the public health, welfare, or safety.

The legal time requirements imposed upon the City by Maryland Code, § 4-203 of the General Provisions Article, more commonly referred to as "Maryland's Public Information Act" are suspended until thirty (30) days have elapsed from the expiration of the state of emergency and public health catastrophe as determined by Governor Hogan. Section 4-203(b)(1) states "[a] custodian who approves the application [for a public record] shall produce the public record immediately or within a reasonable period that is needed to retrieve the public record, but not more than 30 days after receipt of the application." Accordingly, Maryland's Public Information Act ordinarily requires the City to respond to approved requests for public information within ten (10) or thirty (30) days of receipt. These time requirements are hereby suspended.

This Notice is effective immediately. It shall remain in effect until thirty (30) days after the state of emergency has been terminated and the proclamation of the catastrophic health emergency has been rescinded.



Suzanne Ludlow
City Manager
City of Takoma Park, Maryland