Regulatory Analysis

Notice of Intended Action to be published: 701—6.4(99G,123,17A) and 701—7.3(17A)
"GovConnectIowa"

Iowa Code section(s) or chapter(s) authorizing rulemaking: 99G.9, 123.10, and 421.17
State or federal law(s) implemented by the rulemaking: Iowa Code chapter 17A

Public Hearing

A public hearing at which persons may present their views orally or in writing will be held as follows:

August 12, 2025 3 to 3:30 p.m.	Via videoconference call: meet.google.com/mdb-zetw-hmo

Public Comment

Any interested person may submit written or oral comments concerning this Regulatory Analysis, which must be received by the Department of Revenue no later than 4:30 p.m. on the date of the public hearing. Comments should be directed to:

Madelyn Cutler
Department of Revenue
Hoover State Office Building
1305 Walnut Street
Des Moines, Iowa 50306
Phone: 515.724.2924
Email: madelyn.cutler@iowa.gov

Purpose and Summary

The purpose of this proposed rulemaking is to provide updated rules on Department processes regarding contested case procedures for modernized electronic filing capabilities. Once the Department has undergone completion of its Modernization Project, Iowans will be able to utilize GovConnectIowa for appeals, petitions for declaratory order, petitions for rulemaking, and petitions for rule waiver for all matters before the Department.

Analysis of Impact

1. **Persons affected by the proposed rulemaking:**

- **Classes of persons that will bear the costs of the proposed rulemaking:**

No classes of persons have been identified to bear the costs of the proposed rulemaking.

- **Classes of persons that will benefit from the proposed rulemaking:**

All Iowans will benefit from updated rules regarding contested case procedures for modernized electronic filing capabilities, so that they are able to interact with the Department in an efficient and consistent manner for all matters before the Department.

2. **Impact of the proposed rulemaking, economic or otherwise, including the nature and amount of all the different kinds of costs that would be incurred:**

- **Quantitative description of impact:**

No economic impact from the proposed rulemaking has been identified.

- **Qualitative description of impact:**

The proposed rulemaking will increase efficiency and consistency in interacting with the Department through updated rules regarding contested case procedures for modernized electronic filing capabilities.

3. **Costs to the State:**

- **Implementation and enforcement costs borne by the agency or any other agency:**

There are no costs to the agency of implementing or enforcing these rules beyond those that would otherwise be required to administer the statute.

- **Anticipated effect on State revenues:**

No anticipated effect on State revenues has been identified.

4. **Comparison of the costs and benefits of the proposed rulemaking to the costs and benefits of inaction:**

By updating the existing rules regarding contested case procedures with modernized electronic filing capabilities, Iowans will know how to interact with the Department in an efficient and consistent manner for all matters before the Department.

5. **Determination whether less costly methods or less intrusive methods exist for achieving the purpose of the proposed rulemaking:**

No less costly or intrusive methods have been identified to exist.

6. **Alternative methods considered by the agency:**

- **Description of any alternative methods that were seriously considered by the agency:**

No alternative methods were identified. The Department is implementing updates on rules regarding contested case procedures as required by Iowa Code chapter 17A.

- **Reasons why alternative methods were rejected in favor of the proposed rulemaking:**

Not applicable.

Small Business Impact

If the rulemaking will have a substantial impact on small business, include a discussion of whether it would be feasible and practicable to do any of the following to reduce the impact of the rulemaking on small business:

- Establish less stringent compliance or reporting requirements in the rulemaking for small business.
- Establish less stringent schedules or deadlines in the rulemaking for compliance or reporting requirements for small business.
- Consolidate or simplify the rulemaking's compliance or reporting requirements for small business.
- Establish performance standards to replace design or operational standards in the rulemaking for small business.
- Exempt small business from any or all requirements of the rulemaking.

If legal and feasible, how does the rulemaking use a method discussed above to reduce the substantial impact on small business?

This rulemaking does not have a substantial impact on small business since it does not make any special distinctions for small businesses.

Text of Proposed Rulemaking

ITEM 1. Amend rule 701—6.4(99G,123,17A) as follows:

701—6.4(99G,123,17A) Requests for a contested case proceeding.

6.4(1) Any person claiming an entitlement to a contested case proceeding shall file a written request within the time specified by the particular rules or statutes governing the subject matter or, in the absence of such law, the time specified in the agency action in question.

6.4(2) The request for a contested case proceeding should state the name and address of the requester, identify the specific agency action that is disputed and, where the requester is represented by a lawyer, identify the provisions of law or precedent requiring or authorizing the holding of a contested case proceeding in the particular circumstances involved, and include a short and plain statement of the issues of material fact in dispute.

6.4(3) A person may submit a request for a contested case proceeding using one of the methods described in 701—subrule 7.3(1).

ITEM 2. Amend rule 701—7.3(17A) as follows:

701—7.3(17A,99G,123,421-454) How to submit an appeal, petition or related documents; service. Appeals, petitions, and other documents governed by this chapter may be filed electronically, by mail, or in person, in accordance with the limits described below. The headquarters of the department in the Hoover State Office Building in Des Moines, Iowa, will generally be open between the hours of 8 a.m. and 4:30 p.m. daily, except Saturdays, Sundays, and holidays as defined in Iowa Code section 421.9A.

7.3(1) *Ways to submit an appeal, petition, or related document.* Unless otherwise specified in another rule in this chapter, a person may submit an appeal, petition, related document, or document filed during an appeal or pending petition:

a. By submitting through GovConnectIowa. As of November 12, ~~2024~~ 2025, GovConnectIowa is available for filing appeals, petitions for declaratory order, petitions for rulemaking, and petitions for rule waiver for all ~~tax types as well as for lottery and alcohol matters but is only available for filing appeals for the following tax types: sales, use, E911, withholding, motor vehicle fee for new registration, vehicle lease, cigarette, tobacco products, alternative nicotine, vapor device, vapor products, drug stamp, utility replacement, central assessments, statewide property, motor fuel, hotel/motel, local option sales, automobile rental, water service excise, individual income, fiduciary income, corporation income, S corporation income, partnership income, composite, franchise, inheritance, moneys and credits, and tax credits and distributions associated with these tax types~~ matters before the department.

b. By email to idrhearings@iowa.gov.

c. By mail to Legal Services and Appeals Division, Iowa Department of Revenue, P.O. Box 14457, Des Moines, Iowa 50306-3457.

d. By hand delivery to the department's customer service desk in the Hoover State Office Building, First Floor, 1305 East Walnut Street, Des Moines, Iowa 50319, during regular business hours.

7.3(2) and **7.3(3)** No change.

This rule is intended to implement Iowa Code chapter 17A.