

PUBLIC HEARING PROCEDURES

The public hearing will be convened at the advertised time and place and will be presided over by the Planning Commission Chairperson.

The presiding officer will review for those present these procedure and set forth the operating procedures for the hearing:

- An individual requesting to be heard on a matter related to the purpose of the hearing must be recognized by the Chairperson before addressing the Planning Commission/Board of Commissioners. Upon rising to speak, the person must identify himself/herself and furnish a home or business address before proceeding with any comments or remarks. All comments and presentations will be addressed to the Planning Commission/Board of Commissioners and not to the audience.
- Comments are accepted first from the party proposing the amendments, followed by persons speaking in its favor and then from those in opposition.
- The Chairperson will allow the proponents 10 minutes to speak in support of an application. Opponents will be allowed 10 minutes to speak in opposition.
- Petitions, studies, letters and other material should be submitted prior to the hearing, allowing ample time for study by the Planning Commission / Board of Commissioners. Materials submitted at the hearing may or may not be accepted by the board, and if presented orally are subject to the time limitations.
- When proponents and opponents of the proposed zoning amendment have been heard, the public hearing is closed and no further evidence or testimony may be presented unless the record is left open based on a request from the Planning Commission / Board of Commissioners for additional material or report.

The Planning Commission and Board of Commissioners:

- May, if necessary, call on previous speakers for clarification.
- May, if necessary, continue the hearing to a later date.
- May call for additional views, studies, or information from any source considered necessary to making a sound decision.