

Resident Guide to Public Discussion Portion of a Planning Board Meeting

All interested parties are invited to speak on any matter related to planning during the public discussion portion of a Planning Board Meeting. When the chair announces that the public discussion period of the meeting has been opened, raise your hand and wait to be recognized.

Once recognized, speakers are reminded of the following rules:

- Approach the podium at the front of the room and clearly state your name and address.
- All public comments should be addressed to the chair.
- Public comments can be of any matter of concern.
- There is a 5 minute time limit per speaker at Regular Meetings and a 2 minute time limit per speaker at Special Meetings.
- Speakers may speak only once during public comment, unused time may not be yielded.

Interested parties have one other opportunity for comment at Planning Board meetings, during the public hearing on an application. Rules for application hearings are as follows:

During a public hearing on an application, only the subject matter of the application can be discussed, questioned or commented on during this portion of the meeting. Those wishing to speak on an application are asked to speak then rather than during the general public session.

- As previously stated, any matter of concern can be discussed during the public discussion portion of the meeting.
- There is a 5 minute time limit per speaker
- All comments should be addressed to the chair.