Planning Board Rules
Application Submissions and Conduct at Meetings
(adopted by the Planning Board Oct 10, 2019)

1. In order to provide a comprehensive review, submissions to Staff must be received at least ten (10) business days prior to a scheduled Planning Board meeting.

2. The Planning Board shall not commence any items of new business later than 9:30pm and, unless otherwise agreed upon by the Board, meetings will end by 10pm.

3. A speaker’s individual time to speak at a Public Hearing may be limited by the Chair in order to accommodate all public comments in a timely manner.

4. The audience shall be respectful of all speakers and shall refrain from comments and gestures (such as clapping, cheering or booing), private discussions, cell phone use or otherwise interfere with the meeting.

5. All cell phones and pagers shall be turned off.

6. Interested parties, or their representatives, not in attendance may address the Planning Board by written submission prior to the close of the public hearing.

7. Speakers will address the Planning Board. Debate or discussion between audience members and the speaker having the floor shall not be permitted.

8. Any speaker who fails to conform their conduct to the rules provided herein may be directed by the Chair to cease speaking and leave the meeting.