

## • PUBLIC HEARING PROTOCOL

### General Information

- Direct all questions and comments to the Chair.
- Time limits may apply. If so, the Chair will announce them.
- Please do not disturb or disrupt the hearing. Applause, side conversations, speaking out of turn, and so on are not allowed.
- The Board's job is to gather facts, listen to different viewpoints, apply the law to the facts, and reach a fair and impartial decision. The Board cannot "take sides" with the applicant, the public, other town boards, and so on.
- ***Please do not try to discuss this matter with any of us outside the public hearing!***

### Sequence of Hearing

- Board chair (or chair pro tem) runs the hearing.
- Board will review correspondence about the proposed development.
- Applicant will present the project before the Board takes questions from the public.
- Board members will ask the applicant questions before taking questions from the public.
- Chair will invite the public to ask questions at the appropriate time. ***Be patient; you will have a chance to speak.***
- Board may hire outside consultants to assist with reviewing the developer's application. This is exclusively a Board decision.
- If the hearing needs to be continued, Board and applicant will determine the continuance date.
- Chair will announce the date, time, and place of the next hearing.