**Call to the Public Participation Policies:**

Public participation during meetings shall be guided by the following:

1. Open To the Public: All regular and special meetings shall be open to the public.
2. Reasonable time limits may be allotted for public comments, in keeping with other business that must be considered at a particular meeting.
3. A member of the public will be provided no less than 3 minutes to speak. A person offering comments as a representative/speaker for other persons attending the meeting shall be provided 3 additional minutes of comment time.
4. Written communications: Written communications shall be read into the record during a meeting when adequate time permits. The Chairperson may, in the interest of time or other considerations at his/her discretion, summarize the content of a written communication. All written communications shall become part of the Planning Commission record.
5. Members of the public shall stand prior to presenting their comments
6. All comments shall be directed to the Chairperson and offered in a courteous manner.
7. Public comment shall be limited to those portions of meeting agendas where specifically designated unless otherwise authorized by the Chairperson.