

GLYNN COUNTY MAINLAND PLANNING COMMISSION

Public Comment Period Policy

Section I. Public Comment Period Overview.

Meetings of the Mainland Planning Commission (hereinafter referred to as the "MPC") are held to consider matters relating to zoning, planning, and land development as required under Glynn County's development ordinances and to make recommendations to the Board of Commissioners. The MPC welcomes citizen comments on issues and matters over which the MPC has jurisdiction and control.

The objective and intent of the Public Comment Period is to provide citizens with an opportunity to speak and to be heard on these matters in a polite and efficient manner in accordance with the guidelines set forth herein. In addition to the Public Comment Period, and prior to bringing matters before the MPC which otherwise could be handled administratively, citizens also are encouraged to express any concerns, comments, or questions regarding MPC business directly to the County staff responsible for addressing such matters.

Section II. Location and Time.

The MPC will allow public comments prior to taking formal action on any site plan application at any scheduled public meeting of the MPC and in accordance with the guidelines set forth herein. Public comments will not be allowed at joint meetings with the MPC and the Island Planning Commission or joint meetings with the MPC and any other agency.

Section III. Conduct of Public Comment Periods.

Public comment periods shall be conducted as follows:

- (a) The Chairperson will read a description of the site plan to be considered and the name of the applicant. The Chairperson will then call for a staff report on the item which will be followed by comments and/or questions from the members of the MPC.
- (b) A staff report summarizing the findings and conclusions of County staff will be made to the MPC.
- (c) Both persons favoring and persons opposing a proposed site plan will be given an opportunity to address the MPC. The applicant for a site plan will be invited to speak first; followed by persons in favor and then persons opposed. When all opposing comments have been heard, the applicant may be invited to respond to those comments. The MPC shall

have discretion to allow such response outside the overall time constraints set out in this Policy.

- (d) Each speaker will state his or her name, address, and the name of the group or individual for which the speaker is an agent or representative, if any.
- (e) Public comments for each item will be limited to 15 minutes each for proponents and opponents. Each speaker will have a maximum of three minutes to make comments. Speakers shall be allowed to comment only once for each item on the agenda. Each speaker shall speak only to the merits of the item currently under consideration.
- (f) Because of time constraints, interested persons are encouraged to avoid repetitious comments, to allow a spokesperson to speak on behalf of a group, and to submit petitions, studies, letters, and other materials requiring prior study in advance of the meeting.

Section IV. Mainland Planning Commission Business.

Public Comment is reserved for MPC business only and for those citizens wishing to speak and to be heard on matters under the jurisdiction and control of the MPC. Individuals will not be permitted to speak on the following subjects:

- (a) matters or issues not under the jurisdiction or control of the MPC; or
- (b) matters or issues which are traditionally reserved for executive session.

Applications for ordinance amendments, re-zonings, special use permits, and conditional use permits require a public hearing pursuant to Article XI of the Glynn County Zoning Ordinance. A public hearing will be held for these items in lieu of a public comment period.

Section V. Conduct and Decorum.

Members of the public shall not make inappropriate, insulting, or offensive comments while speaking. Personal attacks or remarks about individuals, including applicants, Planning Commissioners, Glynn County staff, and County Commissioners are not permitted. All remarks should be made to the MPC and addressed solely through the Chairperson or presiding Commissioner.

Any speaker who violates any part of this Policy or is disruptive will be asked to stop such behavior and/or may be removed at the discretion of the Chairperson or the Commissioner presiding over the Public Comment Period.

Section VI. Approval, Changes or Amendments.

Approval of this Policy and any change or amendment to the text of this Policy shall require the affirmative vote of at least four members of both the MPC and the Glynn County Board of Commissioners. Notwithstanding, nothing herein shall abridge the right of the Glynn County Board of Commissioners to adopt policies related to the function, purpose or operation of the MPC.