

Public Hearings Protocol

All public hearings held by the Clearwater Township Board must be held as part of a regular or special meeting of the board.

The following rules of procedure shall apply to public hearings:

1. Chairperson opens the public hearing and announces the subject.
2. Chairperson summarizes the procedures/rules to be followed during the hearing.
3. Chairperson presents the main points of the application.
4. Persons speaking in support of the application are recognized.
5. Persons speaking in opposition to the application are recognized.
6. Chairperson closes the public hearing and returns to the regular/special meeting.
7. Board begins deliberation and arrives at a decision.

Note: To ensure everyone has the opportunity to speak, the chairperson may elect to limit the time permitted for each person to

speak. The chairperson may also elect to allow persons to speak only

once, until all persons have had the opportunity to speak, at which time the chairperson, in his/her discretion, may permit additional comments. All comments by the public, staff and the board members

shall be directed to the chairperson.