

Section 1 – Administration	Policy #	0590.00.01
Subject: Public Hearings	Revision #	

Scope:

This statement outlines the policy for holding public hearings on land use issues.

Policy:

Any person who believes their interest in property will be affected by a proposed bylaw has an opportunity to address Council at a public hearing in a timely and orderly fashion. Individuals are encouraged to submit written submissions to City Hall to the attention of the City Clerk, prior to the hearing, for inclusion as part of the record.

Speaker’s List and Time Limits

A Speaker’s List will be available to record names and addresses for anyone wishing to speak at the public hearing. Except for the owner/applicant, who will have first opportunity to address Council, speakers are called in order from the list, and after everyone on the list has had an opportunity to address the hearing, others may speak.

Note: The Speaker’s List may not be used if twenty or less members of the public are in attendance at the start of the hearing.

Presentations by an owner/applicant are limited to 15 minutes. The owner/applicant will be given the opportunity to clarify points raised, or respond to questions after members of the public have spoken.

Members of the public expressing their views are limited to 5 minutes each. Additional information can be presented to Council after all other speakers are heard for the first time. A speaker will not debate a point of view with another speaker, but will seek clarification through the Chair.

The Chair will only entertain submissions that pertain to the land use bylaw under consideration.

Those in attendance at the Public Hearing will refrain from applause, or other expressions of emotion, whether in favour of, or opposition to, any particular application or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups are not allowed.

After The Public Hearing Is Closed

After all submissions have been heard, the Public Hearing is then closed. Council may consider the bylaw at the next, or a specified meeting of Council, with or without a request for further information from staff. *No other submissions may be received by Council.*

AUTHORIZATION: R8/2000-3.17	DATE: May 1, 2000
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