

## **ABOUT THE PLANNING COMMISSION MEETINGS**

The Planning Commission consists of five Clovis residents appointed by the City Council to make decisions and recommendations on City planning issues. Decisions made by the Planning Commission may be appealed to the City Council.

After the approval of minutes, the Chairperson of the Planning Commission will ask for public comments from the floor. If you wish to discuss something which is NOT listed on the agenda, you should speak up at this time.

Next, the Planning Commission will discuss each item listed on the agenda. For the items on the agenda which are called "public hearings," the Planning Commission will generally follow the procedure listed below:

For each matter considered by the Commission, there will first be a staff presentation, followed by any initial questioning the Commission has of staff. The Chairman will open the public hearing and invite the applicant to make any comments they have regarding the project. Testimony from supporters of the project will then be taken, followed by testimony from those in opposition. The applicant will have the right to a final rebuttal presentation prior to closing the public hearing. Once this is complete, the Chairperson will close the public hearing and the Commission will discuss the item and cast their votes.

If you wish to speak on an item, please step to the podium and clearly state your name and address for the record. The Planning Commission wants to know how you feel about the items they are voting on, so please state your position clearly. All public testimony from those in support and in opposition to the project will be limited to 5 minutes per person. In order for everyone to be heard, please limit your comments to 5 minutes or less.