Solano County
Airport Land Use Commission
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Department of Resource Management
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Ray Schoch
Chairman

Public Hearing Procedure

In the conduct of any public hearing, the order of presentation and consideration of such items shall ordinarily be as follows, but may be suspended or varied at any time upon order of the presiding officer:

1. Presiding officer calls for agenda item and declares time limits for speakers, which ordinarily will be:

   The applicant or project proponent's initial presentation will be limited to fifteen (15) minutes or as otherwise permitted by the Chair; others who wish to speak on the matter, either for or against, will be limited to five (5) minutes or as otherwise permitted by the Chair; the applicant or project proponent's closing statement will be limited to five (5) minutes, or as otherwise permitted by the Chair;
2. Staff presents staff report and staff recommendation;
3. Questions/Discussion between Commission and staff;
4. Presiding officer declares public hearing open;
5. Applicant or project proponent presents proposal;
6. Members of the public speak;
7. Commissioners can ask questions at all stages of the hearing;
8. Applicant or project proponent provides concluding statement;
9. Presiding officer closes public hearing;
10. Commissioners discuss matter and take action by offer of resolution;
11. Discussion of resolution and amendments, if any;
12. Vote by roll call;
13. Where the matter before the Commission requires a determination of either consistency or inconsistency, if the first motion voted upon fails, then the presiding officer shall call for a motion for a resolution adopting the inverse proposition from that first voted upon (i.e., either consistency or inconsistency respectively).