

Clearwater County

PUBLIC HEARING PROCESS

EFFECTIVE DATE: July 1992

SECTION: Assessment and Development

POLICY STATEMENT:

To set out guidelines for conducting a Public Hearing by Council.

PROCEDURE:

1. The Public Hearing will be conducted by the Reeve or his designate acting as Chairman.
2. Proposed rules for conducting the Hearing will include such things as:
 - a. Recognition by the Chair
 - b. Identification of presenter, their organization (if any), and their legal location;
 - c. If a presenter becomes repetitive, they may be limited by the Chair;
 - d. Questions will be permitted from Council to anyone;
 - e. No questions will be permitted from the floor;
 - f. No taping of the Hearing will be permitted; and
 - g. Breaks will be called at the discretion of the Chair.
3. Registration of persons wishing to submit a presentation may be required if it appears there may be several presenters.
4. Chairman will call upon the Development Officer (or designate) to present the background to the application.
5. Chairman then will call upon the applicants to address their application.
6. Chairman will call for submissions received from agencies. At this time a representative of that agency may make the presentation. If not, the Development Officer will read or paraphrase the comments submitted.
7. Chairman then will call for presentation from individuals/groups who are in support of the application.
8. Chairman then will call for presentation from individuals/groups who are in opposition of the application.
9. Chairman then will call for presentation from individuals/groups who are undeclared in their support.
10. The Chairman calls for written submissions from individuals/groups that have chosen not to present their case orally. These will be read and/or summarized by the Development Officer.
11. The applicant will be invited by the Chairman to have the last word. It is expected that the applicant will respond to any relevant issues raised during the course of the Hearing.
12. The Chairman will declare the Hearing closed.
13. No further submissions will be entertained.