BALLWIN

SPEAKER'S FORM

FOR THE PUBLIC HEARING BEFORE THE BALLWIN PLANNING AND ZONING COMMISSION

DATE:_____

PLEASE PRINT

Name: _____

Address: _____

PETITION NUMBER: _____

- ❑ **IN FAVOR** OF THIS PETITION
- ❑ **AGAINST** THIS PETITION
- ❑ WRITTEN COMMENT ONLY

If you are a designated speaker for a group, state the name of the entity:

_____

Written Comments

_____

_____

_____

_____

_____

_____

Please give everyone a chance to express their views by limiting your comments to 3 minutes.
Thank You!

Planning and Zoning Commission Public Hearing Proceedings

Public hearings for the Ballwin Planning and Zoning Commission (the "Commission") shall be conducted in accordance with the following rules:

1. Upon the opening of the public hearing by the Chairman, the petitioner or its designee shall present the proposal to the Commission. Following the presentation, the Commission may ask questions of the petitioner or City staff regarding issues of the proposal. Following the conclusion of the Commission's questioning period, public comments will be allowed.

2. People wishing to speak or submit written comments to the Commission, either for or against a proposal, must first register with the Chairman. Registration forms shall be utilized for this purpose. Forms shall be available prior to the meeting and must be presented to the Chairman of the Commission or his/her designee.

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3. The forms presented to the Commission shall indicate whether a speaker is in favor of or against the proposal under consideration by the Commission. The forms also contain a space for written comments. Those submitting speaker forms indicating a favorable position on the proposal shall be permitted to address the Commission first. Once those speaking in favor of a proposal have completed their comments, those whose speaker forms indicate an opposing position may address the Commission. Comments from speakers, whether for or against a proposal, shall initially be limited to three minutes each. The Chairman shall read and enter into the official record any written proposing and opposing comments at the beginning of the respective periods set aside for proposing and opposing positions.

4. Speakers are asked not to be repetitious. If a previous speaker has made a point, subsequent speakers are asked not to repeat the same point. Speakers are asked to address their comments to the Commission, not the audience or the petitioner. If an issue is judged to be important, the Commission may direct a relative question to the petitioner.

5. Upon the completion of the comments from all registered speakers, the applicant or its designee shall have the opportunity to respond to points and issues raised during the comment period. Such response shall be to the Commission. At the discretion of the Chairman, the Commission may subsequently permit additional opponents to speak. The applicant shall be given an additional opportunity to respond. All additional speakers must come forward to the podium and identify themselves. The purpose of a hearing is to have a full public discussion of all sides of all salient issues related to a proposal. It is not a debate. The applicant or those speaking in favor of a proposal shall therefore always have the opportunity to respond to issues raised, regardless of the number of additional rounds of discussion that are permitted by the Chairman.

6. Speakers are encouraged to limit their remarks to facts affecting the points and/or factors being considered by the Commission. These include:

    - The requirements of the zoning district, either existing or proposed
    - Special Use Exception Requirements if applicable
    - The requirements imposed by the Ballwin Code for the proposed use
    - Whether the proposed use would substantially increase traffic hazards or congestion
    - Whether the proposed use would adversely affect the character of the neighborhood
    - Whether the proposed use would adversely affect the general welfare of the community
    - Whether the proposed use would adversely affect public safety and health
    - Whether the proposed use is consistent with good planning practice
    - Whether the proposed use is detrimental to the permitted developments and uses in the existing or proposed zoning districts
    - Whether the proposed use can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area
    - Whether concerns expressed by the city planner, city engineer or MSD are met

7. Upon completion of the public hearing the Commission shall:

    - Make findings concerning the proposal,
    - Make a recommendation to the Board of Aldermen concerning the proposal and
    - Forward the proposal to the Board of Aldermen, along with the recommendation made by the Commission, together with the supporting findings.