

	<b>PLANNING BOARD PUBLIC COMMENT POLICY</b>
Effective Date	September 15, 2022
Expiration Date	Subject to periodic review
Date Last Revised	New Policy
Planning Board Vote	September 14, 2022

**PUBLIC COMMENT POLICY**

NOTE: This policy applies to Public Comment only. It does not apply to petitioners, applicants, or similar persons/entities who are required to appear before the Planning Board per statute, regulation, bylaw, or otherwise.

Meetings of the Plymouth Planning Board are governed by the Massachusetts Open Meeting Law, G.L. c. 30A, sec. 18-25.

Under the Open Meeting Law, determination of whether to allow public comment is at the discretion of the Board Chair. G.L. c. 30A, sec. 20(g).

Subject to any limitations on particular items as may be directed by the Board Chair, the Plymouth Planning Board has established the following general policies for public comment:

1. Public comment will only be allowed on items which are on the Planning Board’s agenda.

Members of the public wishing to address the Planning Board on an item not on its agenda may contact a member of the Planning Board or the Planning Department to request that the matter be placed on a Planning Board agenda.

Whether or not an item is placed on an agenda is at the discretion of the Planning Board Chair.

2. Members of the public wishing to speak must first be recognized by the Planning Board Chair or, if the Planning Board Chair is not present, the Planning Board member conducting the meeting.

Upon being recognized, those wishing to speak must do so from the public podium so they may be heard by the Planning Board members and those watching both in-person and remotely.

3. Members of the public are allowed three (3) minutes to speak.
4. All public comments and questions are to be directed to the Planning Board, and not to any petitioner or applicant.

After all public comment is closed, the Planning Board, through the Chair, may at their discretion permit the petitioner/applicant to respond to some or all of the public comments and questions.

At no time will any exchange between the public and the petitioner/applicant be allowed.

5. Civility is encouraged at Planning Board meetings. Disruptive behavior will not be tolerated. Examples of disruptive behavior include:
  - a. Interrupting the Board or another speaker;
  - b. Speaking when not recognized by the Board Chair;
  - c. Speaking on a matter not on the agenda;
  - d. Speaking to others while the meeting is still proceeding, including upon entering or leaving the meeting;
  - e. Threatening or inciting violence or riot.

A person who engages in disruptive behavior will be warned by the Planning Board Chair to cease such behavior. If further disruptive behavior occurs, the Planning Board Chair may require the person to remain silent, and may, after further warning, direct the person to leave the meeting. Persons who do not follow such direction may be removed by constable or officer. G.L. c. 30A, sec. 20(g).

Please note that the meeting will usually continue after items of public interest are discussed. Persons wishing to leave the meeting before it is formally concluded by vote of the Planning Board **are encouraged do so in a quiet and orderly fashion.**