

Riley County Planning Board/Board of Zoning Appeals  
Rules for Public Comment Sessions

The following applies to all meetings of the Riley County Planning Board/Board of Zoning Appeals.

1. Public comments shall be limited to no more than five (5) minutes for each speaker.
  - a. The time limit does not include questions asked by board members.
  - b. The Chair reserves the right to extend speaker time should the situation warrant doing so.
2. All comments should be directed at the board.
3. All speakers must go up to the podium to make comments, stating their full name and address before beginning.
4. Public comment shall be made only during the designated time on the agenda at any public meeting. Public comments are out of order if made outside the designated time on the agenda of a public meeting, and without the speaker having first been recognized by the Chair.
5. Remarks of individual speakers shall not be simply repetitive of identical comments made by prior speakers.
6. Verbal or visual personal attacks on private citizens, staff, or board members shall not be allowed.

Speakers who violate any one or more of these rules will be asked to end their comments. And speakers (or non-speakers who attend the meeting) whose conduct disrupts the orderly and dignified content of any public meeting at any time will be asked by the Chair to leave such meeting.