

EXPLANATION OF COURTESY HEARING PROCESS

The Planning Board is an advisory board to the Salisbury City Council. Based on input from a courtesy hearing, and information supplied to us by city staff, this board may provide the City Council with our specific recommendation.

Some of the items on the agenda may include a courtesy hearing. The term courtesy means that this hearing is not the official City Council public hearing. This hearing is a courtesy to the public and provides an opportunity for members of the public to express their views, opinions, or specific testimony.

The courtesy hearing procedures are as follows:

For Special Use Permits, the applicant will be granted 6 minutes to provide their sworn testimony and all supporting evidence to the board. All others wishing to provide sworn testimony will be granted 3 minutes in which to provide their specific evidence for or against the request.

For all other requests, the applicant's time to speak is separate and apart from the courtesy hearing. The applicant will be offered an opportunity to speak 3 minutes before and 3 minutes after the courtesy hearing, or only 6 minutes after the hearing. Regardless of which option the applicant chooses, all others wishing to speak during the courtesy hearing will be granted 3 minutes in which to provide their information for or against the request.

When the courtesy hearing opens, please come forward, state your name and address into the microphone, and declare any involvement in the case so that it can be recorded by the Board Secretary. Be courteous to those with an opposing point of view, do not express yourself from the audience, and try not to duplicate something that has already been said.