

## LOMBARD PLAN COMMISSION PUBLIC HEARING PROCEDURES

Approved June 21, 2004

Plan Commission public hearings shall follow these procedures:

- A. The Chairperson shall convene each public hearing by announcing the petition and reading the public notice description.
- B. All persons wishing to present testimony must complete a Public Participation Form available ~~on the front desk~~ <sup>at the bar of the room</sup> and must be sworn or affirmed. This applies to the Petitioner and the Public, which includes individuals in support of or objecting to the petition, as well as other interested parties.
- C. The Petitioner shall begin the public hearing by presenting evidence and testimony and is encouraged to limit the presentation to 30 minutes.
- D. After each witness has testified, the Public has the right to cross-examine the witness. General questions may be offered in a less formal manner during Public participation.
- E. There is no time limit placed upon cross examination, but if a question has already been asked, the Chairperson may refuse to allow a second person to ask the same question. Questions must be relevant and material to the public hearing proceeding. The examination of a witness shall not be used by the questioner to offer testimony or evidence of the questioner.
- F. After any member of the Public has cross-examined a witness, Plan Commission Members may ask questions of the witness.
- G. Public Participation: After all of Petitioner's witnesses have testified and all evidence for the Petitioner has been presented, any member of the Public may testify, present evidence or comment. There is no time limit, though a combined 30-minute limit is encouraged. The Petitioner, members of the Public, and Plan Commission Members may cross-examine such persons at the end of their testimony.