

CHAPTER 16

HEARING PROCEDURE

SECTION:

1-16-1: *Hearing Procedure*

1-16-1: HEARING PROCEDURE: The following rules and procedures are established and adopted for the conduct of any public hearing before any commission or the City Council of the City of Shelley, Bingham County, Idaho:

- (A) No person shall be permitted to speak before a commission or the City Council at a public hearing of the City of Shelley until such person has been recognized by the Chairman of the hearing and shall have been given his name and residential address.
- (B) All public hearing proceedings shall be recorded electronically or stenographically, and all persons speaking at such public hearings shall speak before a microphone in such a manner as will assure that the recorded testimony or remarks will be accurate and trustworthy.
- (C) At the commencement of the public hearing, the Chairman of the hearing shall establish a time limit to be observed by all speakers. The time limit shall be established depending on the number of speakers who appear for such public hearing and shall apply only to the speaker's comments.
- (D) The speaker shall not be interrupted by members of the commission or City Council or members of the public attending until his time limit has been expended or until he has finished his statement.
- (E) At the conclusion of a speaker's comments, each commission member or councilman, when recognized by the Chairman, shall be allowed to question the speaker, and the speaker shall be limited to answers to the questions asked, which question and answer period shall not be included in the time limit as established.
- (F) When the public hearing is quasi-judicial in nature or one after which City Council or commission is required by law to make findings of fact, each speaker must swear or affirm that his testimony will be true and correct.
- (G) Any person not conforming to the rules of the hearing may be prohibited from speaking, and should any person refuse to comply therewith or create a

disturbance, he may be expelled from the hearing by order of the Chairman.

- (H) Unless specifically stated otherwise in these rules of procedure, Robert's Rules of Order shall prevail for the conduct of the hearing.
- (I) The Chairman of the hearing shall have the authority to interpret and apply the rules of procedure subject to the right of the commission or the City Council to suspend or amend such rules or such decision of the Chairman by a majority vote of the commission members or councilmen present.