

Citizens wishing to address the Board of Zoning Appeals may do so in one of the following ways:

- 1) Have a required item of business for the Board of Zoning Appeals to consider; having made application as such through the Planning Department.
- 2) Speak on matters not on the agenda during the public comment portion of the meeting, if the agenda allows such time for the public to comment. In general, comments are limited to three (3) minutes.
- 3) A citizen may approach the Board of Zoning Appeals during the public comment portion of an agenda to request the opportunity to be placed on a *future* agenda to address the Board or Commission at a future meeting date. A favorable vote by the majority of the Board of Zoning Appeals must be made to instruct the Secretary to include such request on a future agenda. Materials are due to the Planning Department by the dates listed above.