

DESIGN REVIEW BOARD MEETING

Comment Card

(Please fill out and return to staff at the front of Chambers)

- Please avoid repeating issues which have already been discussed.
- Please observe time limits imposed by Chairperson.

I am present regarding agenda item # _____

_____ I am in favor of this item

_____ I am opposed to this item

_____ I wish to speak

_____ I do not wish to speak

Comments: _____

Name: _____

Address: _____ Zip _____

Phone: _____

DESIGN REVIEW BOARD PROCEDURES:

1. Chairperson introduces the case.
2. Staff presents case.
3. Applicant makes presentation.
4. Persons wishing to speak
 - a. If possible, designate spokesperson. *Allows 10 minutes
 - b. Single Speaker. *Allows 3 minutes
5. Applicant responds to points.
6. Board members discussion.
7. Chairperson calls for a motion and second.
8. Board votes on the motion, and outcome announced.