

**Public Participation Policy
Banks Township
Planning Commission**

Attending - Any person may attend the open sessions of a public meeting. A public body cannot put conditions on attendance, such as requiring a person to identify him or herself. A person may be excluded from a specific open meeting only for a breach of the peace actually committed at that meeting. (MCL 15.263)

Public Comment - The public has a right “to address a meeting of a public body under rules established and recorded by the public body.”

(MCL 15.263) The public must have at least one opportunity to speak publicly at an open meeting and this has come to be known as the “public comment period”. The public may address the planning commission during a single public comment period for no more than three minutes on any matter. Persons shall be recognized in the order in which they entered their name on the provided public comment sign up sheet indicating their desire to address the planning commission. Any additional persons desiring to address the planning commission who did not use the sign up sheet shall be recognized following those who have signed in.

Consideration shall be given to a designated spokesperson who wishes to present a specific point of view for a group of people who may have additional time to adequately represent the group’s views.

Recording - MCL 15.263 states, “The right of a person to attend a meeting of a public body includes the right to tape-record, to videotape, to broadcast live on radio and to telecast live on television the proceedings of a public body at a public meeting. The exercise of this right shall not be dependent upon approval of the public body. However, a public body may establish reasonable rules and regulations in order to minimize the possibility of disrupting the meeting.” “Reasonable rules and regulations” may include directing that recording equipment be located in a particular part of the meeting room to minimize risks of tripping over cords and blocking the view of the audience.

Michigan Township Association 2010 with minor revisions 2014
Policy Matters! Using Board and Administrative Policies to Manage Your Township

Banks Township Planning Commission Bylaws
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