

**Procedures for PUBLIC HEARINGS  
PLANNING AND ZONING COMMISSION**

**PRIOR TO THE HEARING:**

- ⇒ Sign up to speak telephonically or in-person, as follows:
- Phone: (208)382-7115 until 4:00 p.m. on meeting date.
  - Email: [cherrick@co.valley.id.us](mailto:cherrick@co.valley.id.us) until 4:00 p.m. on meeting date.

Those that will be testifying in person should sign up as described above. **You will need to gather at the main entrance to the courthouse at 219 N. Main. You will then be escorted to the hearing room in groups when testimony is allowed, but you will then need to leave the hearing room. Proper social distancing of 6' in the hallways must be maintained.**

(Testimony will be limited to 3 minutes.)

- ⇒ Review the Staff Reports on the website.
- ⇒ You can watch the hearing on the Valley County website. **(Recommended)**

**EXPLANATION OF HEARING PROCEDURES BY CHAIRMAN AT BEGINNING OF MEETING**

- State the Date and Time
- Explain the Process: Staff Report, Testimony of Proponents, Testimony of Uncommitted, Testimony of Opponents, Testimony In-Person, Deliberations, & Decision  
(*unless more information is needed*)
- Time Limit of 3 Minutes – (as a member of the public you should have signed up with the Valley County P&Z Administrator, Cynda Herrick at (208)382-7115. We will call on you by name. So, please, mute your phones.

---

**OPEN THE PUBLIC HEARING**

**Ask if anyone has a conflict of interest.**

**STAFF REPORT FROM PLANNING AND ZONING – CYNDA HERRICK**

**TESTIMONY OF PROPONENTS** (Name and Location) – on the phone

**TESTIMONY OF UNCOMMITTED** (Name and Location) – on the phone

**TESTIMONY OF OPPONENTS** (Name and Location) – on the phone

**TESTIMONY OF THE PUBLIC IN-PERSON – CANNOT STAY IN THE HEARING**

**CLOSE THE PUBLIC HEARING** for Deliberations

**DEVELOP REASONED DECISIONS – MAY WANT TO TABLE TO A SPECIFIC DATE AND TIME**