

**AGENDA**  
**HILLTOWN TOWNSHIP PLANNING COMMISSION**  
**November 20, 2023**

- I. Meeting called to order. Time: \_\_\_\_\_.  
D.C.\_\_\_\_\_, J.A. \_\_\_\_\_, E.N. \_\_\_\_\_, F.H. \_\_\_\_\_, R.S.\_\_\_\_\_, T.F.\_\_\_\_\_, M.E.\_\_\_\_\_
- II. Action on Minutes: October 16, 2023 Meeting
- III. Public comment on agenda items only
- IV. Confirmed Appointment:  

**G&A Builders Minor Subdivision** – Wayne Kiefer, P.E.  
2 Single Family Detached Lots 806 Church Road
- V. Planning: None
- VI. Ordinances/Resolutions: None
- VII. Old Business: None
- VIII. New Business: None
- IX. Plans to Accept for Review Only: None
- X. Public Comment:
- XI. Planning Commission Comments:
- XII. Press Conference:
- XIII. Adjournment time: \_\_\_\_\_.

\* Action required by Supervisors prior to next Planning Commission meeting.

## **HILLTOWN TOWNSHIP PUBLIC COMMENT RULES**

All Hilltown residents are encouraged to make comments to the Planning Commission. An individual has several opportunities to comment:

- “Public Comment on Agenda Items Only” (2 ½ minutes per individual)
- Immediately following any presentation and before possible Commission action (2 ½ minutes per individual)
- “Public Comment” (5 minutes per individual)

Any person desiring to make public comment shall have only one comment period for each of the opportunities regardless of actual time used for public comment. Any person desiring to make public comment shall be required to abide by the following rules:

- The Chairperson of the Planning Commission shall preside over Public Comments.
- Once acknowledged by the Chairperson, the individual shall proceed to the podium and speak clearly into the microphone and shall identify himself/herself by name and location of residences or by firm.
- Written record of “Public Comment” can only be produced when speaking into the microphone. Written record of “Public Comment” will not be produced when speaking to public assembled at meeting.
- The individual shall address their comments to the Planning Commission as a whole entity. The polling of or debating with an individual Planning Commission is not permitted.
- The individual shall address their comments to the professional appointees of the Planning Commission or Township employees only with the permission of the Chairperson.
- The Chairperson shall enforce these public comment rules by announcing “One (1) Minute Remaining” and “Time Expired.”
- The only exception to these procedures is Press and Media Time and/or Press Conference. Detailed minutes are not provided for Press Conference.

- i. Adopted: January 2, 1997
- ii. Revised: November 23, 1998
- iii. Revised: August 9, 1999
- iv. Revised: June 26, 2006