

SPEAKER REGISTRATION

All participants wishing to address the commission must register to speak. Public participation is available by teleconference or in-person. Presentations and handouts are requested to be e-mailed by 1:00 p.m. on the day of the meeting.

TELECONFERENCE REGISTRATION

Registration for participation by teleconference closes at **2:00 p.m., the day of the meeting**. Teleconference code and additional information to be provided after the closing of the teleconference registration period.

IN-PERSON REGISTRATION

While in-person registrants are encouraged to register in advance of the meeting, in-person registration closes at **5:30 p.m., the day of the meeting**. Please scan the QR code below with a mobile device or click on the link below. Mobile devices will also be available at the meeting for public use for the purpose of speaker registration.

SPEAKER DONATION OF TIME

For discussion cases, **speaker donation of time is an available option for in-person participants. Both the registered speaker donating time and the speaker recipient must be present when the public hearing is conducted.** See chart below regarding speaker time allotments.

SPEAKING ORDER

The speaking order is determined by the order in which individuals register to speak and is conducted on a first-come, first-served basis. If multiple speakers register as the Primary Speaker, the first to register is allotted the additional speaking time. Participants who are part of a group or organization and wish to request a specific speaking order must contact Ella Garcia, Staff Liaison, at LandUseLiaison@austintexas.gov or 512-978-0821 as soon as possible, and no later than 2:00 p.m. on the day of the meeting.

Click on the link below or scan the QR code and submit the form to register to speak. Speakers should submit a separate registration form for each item of interest.



<https://forms.office.com/g/W9r6dSSkUG>

SPEAKER TESTIMONY TIME ALLOCATION

PUBLIC HEARING CASES – CONSENT ITEMS

*Donation of time is **not** an option for consent items.

All speakers in favor or opposed	2 minutes each
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PUBLIC HEARING CASES – DISCUSSION ITEMS

The applicant/speaker designated by the applicant or the primary speaker in favor	5 minutes; up to 9 minutes total with donated time, plus a 2 minute rebuttal
Primary speaker opposed	5 minutes; up to 9 minutes total with donated time
All other speakers in favor or opposed	2 minutes each; up to 6 minutes total with donated time

DISCUSSION POSTPONEMENT

*Donation of time is **not** an option for discussion postponement.

The applicant/speaker designated by the applicant	2 minutes each, plus a 2 minute rebuttal
All speakers in favor or opposed to the postponement	2 minutes each

ORDER OF MEETING

1. Determination of quorum/meeting called to order
2. Reading of proposed consent agenda
3. ¹ Vote and disposal of consent agenda
4. ² Determination of discussion postponement items
5. Discussion cases (including public comment, staff and applicant/representative presentations)
6. Other business adjournment

¹ The consent agenda may be acted upon by one vote without separate discussion. Speakers are allowed to provide testimony on an item proposed for the consent agenda. At the discretion of the Commission, the item may remain on the consent agenda.

² Discussion postponement consists of public comment and should not delve into the merits of the case. The granting of a postponement must be approved by affirmative vote of the Commission.