

## **Crook County Land Use Planning & Zoning Commission Agenda Policy**

The order of business during any meeting of the Commission shall be determined by an agenda prepared by the Crook County Growth & Development staff.

The Commission will utilize a closed agenda with the agenda being closed on Friday evening one week prior to the Commission meeting. Changes or additions to the agenda after the closing date must have the approval of the Commission chairman.

Members of the staff or public who wish to have a particular item(s) placed on the agenda, or who desire to make a presentation to the Commission, may make these requests to Crook County Growth & Development or the Commission chairman.

*The meeting agenda, together with supporting materials, shall be mailed to Commission members by the Crook County Growth & Development staff on the Monday prior to the meeting, unless waived by a commission member.*

*If any requests for comment letters are received by Growth and Development after the closing of the agenda they shall be added to the agenda without preapproval.*

The agenda shall be distributed to interested organizations and agencies that request copies.

The Commission shall follow the order of business set by the agenda.

Guests appearing before the Commission to speak may be given preference to other agenda items.

**Adopted: April 7, 2008**

**Amended: April 12, 2010 by the Crook County Land Use Planning & Zoning Commission in regular session.**