SIGN-UP & TIME LIMITS: If you wish to speak on an item, please fill out a “Request to Speak” form and give it to a staff person before the public hearing. The forms are available near the door to the meeting room. Time limits are indicated on the speaker sign-up forms and in case of questions or disputes the Chairman will determine the time limits for each speaker at the beginning of the public hearing.

SUGGESTIONS FOR SUBMISSION OF WRITTEN MATERIALS. It is requested that written materials be submitted to the Commission staff prior to the meeting. If this is not possible it is requested that at least
30 copies be submitted to the Commission. This material will be distributed to the Commission members. Applicants are responsible for presenting their projects at the public hearing. NO FAXES will be accepted at the meeting site. You may be able to make prior arrangements with staff or a Commissioner to send a fax but you will be responsible for paying the hotel or meeting site for its receipt.

CLOSED SESSION: The Commission may meet to consider possible and pending litigation in a session closed to the public pursuant to attorney-client privilege and statutory exception to the Open Meeting Act (Government Code §11126e).

ACCESS TO HEARING: Meeting facilities are accessible to persons with disabilities. If you require special assistance, please contact any staff member prior to the meeting. An interpreter for the deaf will also be made available upon request to the staff at least five days prior to the meeting.