

December 10, 2005

Dear Neighbor,

Thanks to the many of you who participated in the October 3rd Plan Commission Hearing. You all did great!

The continuation of that hearing is now scheduled for this coming Monday, December 12th at 7:30 p.m. "Nelson Meadow" is the second item on the agenda, but as in the past the first agenda item could possibly be deferred.

It is important that everyone who testified at the October 3rd hearing try to attend the December 12th hearing. Your personal presence will do things: (1) demonstrate support and solidarity and (2) invite questions!

What to Expect

At the end of the last hearing, the Plan Commission chairman closed the "public comment" period. Thus the hearing is expected to resume at item #6 of the Public Hearing Guidelines (copy on the back of this page). You may have the opportunity to speak in the following circumstances:

1. Questions to you from members of the Plan Commission (item #6)
2. Cross-examination by the petitioner's team – we think this is unlikely, because the petitioner may not want to give us the floor
3. Any additional "public comment" period that the chairman may declare open, for example, to comment on new material presented at this hearing.

There could also be no opportunity for you to speak if the Plan Commission is eager to finish the case!

How to Prepare

1. Reread the PowerPoint presentation and any notes you used in your Plan Commission testimony
2. Read the draft minutes of the Plan Commission meeting, and ensure that they are accurate and complete (if not, call immediately about how to get them corrected)
3. Prepare short one-minute answers to five questions that you might be asked by the Plan Commission members or the petitioner's team – you'll be ready!
4. Read the new reports from the Village's Planning staff and Public Works and possibly study the new drawings, looking for any new material to which you want to speak if given a chance, and then prepare a short one-minute speech on them; all the materials are collected here:

<http://neighbors.nelsonmeadow.com>

5. Get a sitter, have a nice dinner Monday evening, and please be there at the Village Hall at 7:30 p.m.

Distribution:

Blanchard: 1128, 1201, 1215

Brookbank: 5525, 5611, 5614, 5618, 5701, 5707, 5708, 5713, 5725

Carpenter: 5714, 5719, 5723, 5729, 5737, 5800, 5801, 5807, 5814, 5815

Jefferson: 1117, 1121, 1125, 1129, 1133, 1137, 1202, 1203, 1208, 1209, 1214, 1215, 1220, 1221, 1226, 1227, 1231, 1232



Village of Downers Grove

Department of Planning

VILLAGE OF DOWNERS GROVE PLAN COMMISSION

GENERAL PROCEDURES FOR PUBLIC HEARINGS

Anyone wishing to speak must be sworn in. Those speaking are asked to use the microphone and speak clearly. Please begin by stating your name, address and note if you have been sworn in. Being sworn in does not obligate you to speak, but you must be sworn in should you decide to speak tonight.

The Plan Commission may impose reasonable limitations on evidence or testimony, such as time limits and barring repetitious, irrelevant or immaterial testimony. Time limits, if imposed, shall be fair and equally administered.

The following process will be followed for each petition on the agenda:

1. The public hearing will be called to order.
2. Anyone wishing to speak will be sworn in.
3. Village Staff will present their report regarding the petition, after which the Plan Commission may ask questions of the Staff.
4. The Petitioner will present testimony regarding their petition, after which the Plan Commission may question the Petitioner and any of the Petitioner's witnesses.
5. Members of the public may question the Petitioner and/or any of the Petitioner's witnesses and offer any sworn testimony (comments, opinions, etc.).
6. After the public has completed its commentary, the Plan Commission may question any member of the public who has spoken regarding their testimony.
7. The Petitioner may then cross-examine any member of the public who has spoken.
8. The Petitioner is afforded an opportunity to make a closing statement.
9. Motion.
10. Deliberation by the Plan Commission.
11. Clarifying or summary comments by each Commissioner (optional).
12. Roll Call Vote.

Note: These general guidelines are provided as an aid to those in attendance at Plan Commission meetings, to help them to follow and participate in the public hearing process. These guidelines are not binding and may be amended or deviated from as the Commission determines to be necessary.