

Town of Granby Public Comment Policy

The Board of Trustees of the Town of Granby recognizes the value of public comment on public issues relevant to Town government and acknowledges the importance of allowing members of the public to express themselves on matters of community interest. To permit the fair and orderly expression of such comments, the Board provides a period for public comment at every regular meeting, as well as, the opportunity during the meeting to comment on specific agenda items. This policy shall apply to public comments made in-person and, when permitted, made remotely or virtually.

Public participation shall be governed by the following rules:

- A participant must be recognized by the presiding officer prior to speaking by either coming to the podium or raising their hand.
- A participant shall be limited to 3 minutes.
- No participant may speak more than once or for longer than 3 minutes; no “pooling” of time is allowed. Where the presiding officer, in his or her sole discretion, finds it appropriate, the time limit for participants commenting on a specific agenda item may be extended to 5 minutes for each speaker commenting on that item.
- All statements shall be directed to the Town Board as a body; no participant may address or questions Town staff or Board members individually.
- All statements shall be limited to Town business and matters of community interest that are relevant to Town business.
- The presiding officer may make the decision to open any topic to public comment other than open public comment or an agenda item required by statute, ordinance, or other law to be open to public comment.
- Signs shall be limited to 18 x 24 inches in size so as not to block other meeting attendees’ views. Participants with signs must display them in a manner so as not to obstruct the views of other meeting attendees.
- Participants shall make all comments at the podium with the microphone or with a microphone provided to ensure proper record keeping and to allow for all attendees to hear what is being said. Attendees in the gallery or attending virtually may not talk over a speaker who has been recognized by the presiding officer or make comments from the gallery or virtual gallery.
- No firearms or weapons are allowed at Town hall.
- The presiding officer may:
 - Interrupt, warn, or terminate a participant’s statement when the statement is too lengthy, abusive, obscene, or irrelevant;
 - Request any individual to leave the meeting when that person does not observe reasonable decorum;
 - Request the assistance of law enforcement if a person’s conduct interferes with the orderly progress of the meeting; and
 - Call for a recess if the lack of decorum so interferes with the orderly conduct of the meeting as to warrant such action.

Failure to comply with this policy may subject a person to criminal or civil penalties and/or removal from the meeting in accordance with C.R.S. Section 18-9-108 and Granby Municipal Code Section 9.05.110.