



CITY OF NEW ORLEANS
BOARD OF ZONING ADJUSTMENTS

RULES AND PROCEDURES FOR PUBLIC HEARINGS

The following procedures shall be observed during the hearing:

1. Each speaker shall give his or her name and address prior to speaking on the proposal.
2. The applicant or representative will speak first and will be allowed three (3) minutes.
3. Proponents (persons in favor of the proposal) will speak next and be allowed two (2) minutes per speaker.
4. Opponents (persons in opposition of the proposal) will speak next be allowed two (2) minutes per speaker.
5. The applicant or representative will be allowed three (3) minutes for rebuttal or closing remarks.

ADDITIONAL INFORMATION

For an exceptional case, the time limitations may be extended by the presiding officer with the approval of the Board. As the Board deems necessary, the case may be acted upon at this meeting or deferred for additional information or review. If the case is deferred, it will be acted on at a subsequent meeting, as provided by law.

All proper parliamentary procedures shall be followed, including recognition of speakers, relevance of argument, and absolute prohibition of applause or demonstration.

ADA COMPLIANCE

This meeting is accessible to people with disabilities. Requests for additional accommodations or any assistance to participate may be directed to the Mayor's Office of Public Advocacy at 504-658-4015 or the City's Teletype service at 504-586-4475. This information is available in alternative formats upon request.