



**BOROUGH OF CHESTER HEIGHTS
PUBLIC COMMENT POLICY**

Your voice matters!

Borough Council welcomes public input under the **Pennsylvania Sunshine Act**.

 **COMMENT PERIODS**

- **Beginning:** Agenda Items
- **End:** Agenda & Non-Agenda Items

 **SIGN-IN**

Provide: Name, Address, Agenda item (if applicable)

 **WHO MAY SPEAK**

- Residents & taxpayers during required periods
- Non-residents may speak at Council's discretion at the end

 **TIME LIMITS**

- 3 minutes per speaker
- Groups: one spokesperson

 **CONDUCT**

- Relate comments to Borough business
 - Address Council
- Be courteous; no profanity or disruptions

 **PRESIDING OFFICER**

May enforce time limits, maintain order, and remove disruptors

 **QUICK REMINDERS**

- Sign in to speak
- Agenda: beginning
- Agenda & non-agenda: end
 - 3-minute limit
 - Courtesy required

Borough of Chester Heights

Effective upon adoption