

# Tips for Residents Speaking at a Public Hearing



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Public input is an important part of the development review process. Testimony from a public hearing allows decisions to be made considering all aspects of a proposal.

When preparing testimony, it is important to understand the review criteria used to evaluate development proposals so that your information is relevant. The city's ordinance establishes fifteen review criteria including the zoning ordinance, Comprehensive Plan, traffic and context of the site.

Participation in the public hearing does not guarantee that the final outcome will be in your favor. However, it will ensure that your opinion is heard and considered by decision makers.

The following suggestions will assist you in preparing to speak at a hearing:

- Familiarize yourself with the application by visiting with the case manager, attending any scheduled neighborhood meetings and reading the staff comments.
- Be familiar with the criteria used to make land use decisions. Present well-reasoned arguments based on these criteria. Decision makers can only consider relevant testimony.
- Make notes in advance to keep your comments clear and concise.
- Consider using the technology available in the Council Chamber to illustrate your points.
- Avoid repeating comments made by others.
- Organize in advance with others who share your concerns so that each speaker addresses a different issue related to the development proposal.

In order to ensure that all interested parties have an opportunity to speak, the Chairperson may limit the time for each speaker. If you represent a large number of citizens or need additional time to make your presentation, please contact the case manager for your item in advance.

If you are unable to attend a public hearing, you may send a representative or provide testimony in writing to Planning Commission Chairman, Planning and Development Services Department, 8500 Santa Fe Drive, Overland Park, KS 66212 or e-mail at [PlanningCommission@opkansas.org](mailto:PlanningCommission@opkansas.org).

See also: Criteria for Considering Rezoning and Special Use Permit Applications  
Council Chamber Technology