



**INCORPORATED VILLAGE OF SOUTHAMPTON**

**BOARD OF ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION**

**Resolution Adopting Meeting Procedures**

**WHEREAS**, the Board of Architectural Review and Historic Preservation (the “BARHP”) of the Village of Southampton desires to establish a policy to ensure that all who wish to be heard with respect to any application should have a full opportunity to do so; and

**WHEREAS**, the BARHP, in order to best facilitate the above, wishes to adopt clear policies and procedures to ensure each public meeting is conducted in a fair and respectful manner, and these policies and procedures should be followed by all who wish to be heard at a BARHP public meeting;

**WHEREAS**, the BARHP has further determined that establishing certain procedures and policies regarding the conduct of anyone who wishes to be heard by the BARHP at each meeting will serve the best interest of the Village,

**NOW THEREFORE, IT IS HEREBY RESOLVED:**

The policies and procedures included here are to be followed by each member of the BARHP, all applicants appearing before the BARHP, and all other interested parties.

**IT IS HEREBY FURTHER RESOLVED:**

That while the matters before the BARHP are considered in a public meeting, the traditional rules of evidence followed within a Court do not apply,

That while the traditional rules of evidence do not apply, applicants and others wishing to be heard are to be advised that the Board may preclude portions of a presentation that are overly repetitive or which involve the presentation of irrelevant facts,

That all those wishing to be heard are to address their comments only to the Board members,

That the Chair may impose reasonable time limitations on presentations made at a public hearing and require speakers to provide their name and address,

That the Chair sets the agenda, the order in which comments may be made and speakers may address the board and reasonable recesses,

That all those wishing to be heard are to be aware that in order for the Board to properly assess each application and presentation the manner of each presentation is to remain civil and respectful,

That upon a failure of a person being heard by the Board to be civil, and such incivility disrupts the orderly taking of testimony or deliberation of the Board, the Chair or any member of the Board may take steps as it deems appropriate to return any meeting to a level of civility and preserve order, and that such steps may include a warning to such person followed by the Board halting the presentation temporarily, or adjourning the matter to a future date. Such disruption shall include, but shall not be limited to continuous interruptions of the Board, staff, applicants, or members of the public, yelling, threats or other abuse.

NOW, THEREFORE, BE IT RESOLVED, that the BARHP n hereby adopts the above policy for BARHP meeting Procedures.

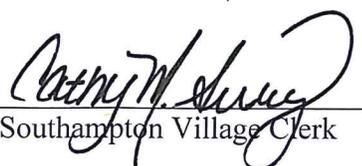
Dated: May 13, 2024

VOTE	AYE	NAY
Mr. McIntire	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Brodlieb	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Clare	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Stevenson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Anker	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Attest as to vote:

  
Board Member

Date Filed:

*December 2, 2024*  
  
Southampton Village Clerk