

PUBLIC COMMENT RULES IN OTHER JURISDICTIONS

Jurisdiction	Time Per Speaker	Examples of Rules in Other Jurisdictions (this is not an exhaustive list of each jurisdiction’s public comment rules/guidelines)	Link to Public Comment Rules
Kirkland	3 mins	<ul style="list-style-type: none"> • Comments may be made at this time on any subject which is not quasi-judicial in nature or scheduled for a public hearing. • No more than three speakers may address the Council on any one subject. However, if both proponents and opponents wish to speak, then up to three proponents and up to three opponents of the matter may address the Council. • Whenever a group wishes to address the Council on a subject, the Mayor will normally request that a spokesperson be chosen to speak for the group. Applause or other displays of approval or disapproval are inappropriate and are not permitted during Council meetings. 	City Council – City of Kirkland (kirklandwa.gov)
Bellevue	3 mins	<ul style="list-style-type: none"> • You may speak about any subject except quasi-judicial matters. • To conserve time during Oral Communications, only three people are permitted to speak on the same side of any particular topic. • The time allowed for Oral Communications shall not exceed 30 minutes, and speakers will be called in order from the sign-up sheet. • If the number of speakers signed up to speak will exceed the 30-minute period, the chair is authorized to give preference to: <ul style="list-style-type: none"> ○ persons speaking to items on that meeting's agenda or anticipated to come on the agenda within one month and/or ○ persons who have not spoken to the council in the last quarter. • Speakers will be allowed to speak for three minutes. 	Meeting Procedures City of Bellevue (bellevuewa.gov)

		<ul style="list-style-type: none"> • A maximum of three persons are permitted to speak to each side of any one topic. • Persons participating in council meetings are strongly encouraged to aid the council in maintaining the decorum and orderly progression of the council agenda. Shouting, using profanity or slurs against others, disruptive noise, or off-topic comments detract from the council's ability to conduct business. Where such conduct disrupts a council meeting, the presiding officer may issue a verbal warning to the speaker. If the behavior continues, the speaker may be removed from the council chamber. 	
Sammamish	3 mins	<ul style="list-style-type: none"> • Public comment for a period of 30 minutes will be included near the beginning of the agenda for all Regular Meetings. • The presiding officer may choose to extend the public comment period for up to 30 additional minutes. If public comment remains after this one-hour period, the presiding officer will include time for such public comment as the final agenda item which may continue as necessary until 10:00 PM. • The presiding officer will encourage collaboration and will attempt to group the topics by category so that there is continuity of subject matter during the public comment period. 	City of Sammamish - Document Center (civicweb.net)
Issaquah	5 mins	<ul style="list-style-type: none"> • Conduct: Personal attacks, obscene language, derogatory remarks and disruptive behavior such as shouting, booing, clapping, and stomping feet will not be permitted. If a speaker is out of order, the presiding officer will direct the speaker to return to his or her seat. If a speaker does not comply, the presiding officer may take a recess to restore order. If a disruption to the meeting occurs and order cannot be restored, the Mayor may proceed to use one of the options provided for in RCW 42.30.050 to ensure orderly continuation of the meeting. 	City Council Rules of Procedure – Issaquah (2021) (mrsc.org)

		<ul style="list-style-type: none"> • Large Groups: For any groups in attendance that may be intending to speak on the same topic, the presiding officer will request: <ul style="list-style-type: none"> ○ that the group consider identifying a spokesperson ○ that all those who would like to indicate support of a stated position raise their hand • Availability: These guidelines for public participation shall be included in the Council meeting agendas. 	
Bothell	3 mins	<ul style="list-style-type: none"> • No speaker may convey or donate his or her time for speaking to another speaker. • If many people wish to speak to a particular issue, Council may choose: <ol style="list-style-type: none"> 1) To limit the total amount of time dedicated to that single issue; and/or 2) continue the time for visitor comments on that issue to a future Council meeting; 3) In the event of single subject group comment, at the discretion of the presiding officer, single time allocation for a spokesperson greater than three (3) minutes can be allowed. 4) Groups that desire to designate a spokesperson shall submit to the presiding officer, prior to comment, a list of present group constituents or others in agreement so that duplication will not occur • Signs will be allowed in the meeting by the presiding officer so long as they are limited in size to 11 x 17 inches and are not displayed or otherwise employed in a manner that disturbs or threatens others as determined by the presiding officer. All signs, placards or other forms of public display type written comment must be composed of soft, collapsible materials with no protrusions or hard mountings. Any person bearing a sign or other form of public display type written comment that violates the provisions of this section will be required to remove such sign from the meeting 	City Council Protocol Manual – Bothell (2019) (mrsc.org)

		chambers and may themselves be barred from the meeting if they become disruptive by refusing to remove such signs.	
Kenmore	3 mins	<p>The Presiding Officer will state the rules for the Citizen Comment period. This may include items such as:</p> <ul style="list-style-type: none"> • Members of the public must sign the log prior to the Citizen Comment period to be allowed to speak. They are not required to sign anywhere to attend the meeting. • They must state their name and city of residence. • There is a 3-minute time limit. • It is a time for members of the public to speak on any topic(s) of their choice. • It is not a time for the Council or staff to answer questions, but exceptions can be made at the discretion of the Presiding Officer. • Comments should be addressed to the Presiding Officer and the City Council, not the audience. • If members of the public agree with the comments of previous speakers, they are encouraged to state that their comments have already been made by previous speakers. • Booming, hissing or clapping is inappropriate. 	Kenmore - Search (civicweb.net)
Olympia	2 mins	<ul style="list-style-type: none"> • This forum is a limited public forum and all matters discussed shall relate to city business. • the Mayor is empowered to curtail or prohibit Public Communication that is overly repetitive or lengthy, beyond the reasonable scope of City business, or of a nature that would endanger the safety or wellbeing of the persons attending the meeting or individual city employees, or that is a personal attack upon a Councilmember's or other person's honesty, integrity, reputation, race, creed, national origin, ethnic background, color, families with children, sex, marital status, sexual orientation, age, honorably discharged veteran or military status, or the presence of any 	City of Olympia (codepublishing.com)

		<p>sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability.</p> <ul style="list-style-type: none">• The Mayor has the discretion to move to the end of Public Communication those individuals who indicate on the sign-in sheet that they have testified in the last 30 days or who are known to the Mayor to have testified in the last 30 days.• Sign-in for Public Communication begins when the lobby doors to the Council Chambers are open (about 30 minutes in advance of the start of the meeting) and continues until after the Mayor gavels the meeting to order, with the exact time at staff's discretion. Everyone who has signed in by the time registration is closed will be provided an opportunity to comment at that evening's meeting, either during the initial 30 minutes scheduled on the agenda for Public Communication, at the end of the meeting if everyone is not accommodated within the initial 30 minutes, or in another order if proposed by the Mayor at any time during a meeting and agreed to by a majority of Councilmembers in attendance at the meeting.• Individual comment during Public Communication is generally limited to three minutes or less at the discretion of the Mayor. Comments shall be directed to the Council as a whole, not to the audience. Speakers may not cede all or a part of their time to another speaker, or play recorded comments of other persons not present and signed in as speakers for the meeting. The Mayor is empowered to explain at the beginning of Public Communications that clapping, shouting and other demonstrations are not permitted at any time so that all persons wishing to speak, or in attendance, are not intimidated and feel safe to express their views or be present.	
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Seattle	2 mins	<ul style="list-style-type: none"> Public comment is dedicated time of up to 20 minutes for the public to speak to items listed on the meeting's agenda, and each speaker may be provided up to two minutes to speak. If allowed by the committee chair, a City Council meeting may accept public comment on other topics, in addition to those on the Agenda. 	Public Comment Guide - CityClerk seattle.gov
Woodinville	3 mins	<ul style="list-style-type: none"> Public Comments provide an opportunity for the public to address Council on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. There are two (2) opportunities to give public comment at each meeting. The first opportunity is near the beginning of the meeting and following the "Approval of Agenda in Content and Order." The other comes typically before "Reports of City Manager." The total amount of time for each "Public Comments" is fifteen (15) minutes (unless modified by the Council). If you would like to address the Council, we ask that you sign in prior to the start of the meeting. Sign-up sheets are then provided to the Mayor who presides over the meeting. Speakers are asked to come to the podium and provide their name, address, and whether they live within Woodinville City limits and organization for the record. Comments should be limited to three (3) minutes per individual or for the spokesperson representing a group (unless modified by the Council) 	City-Council-Meeting-Details-PDF (woodinville.wa.us)
Walla Walla		<p><u>Public Comment Script:</u> At this time in the meeting we welcome public comment. The public may ask questions, share feedback, or provide recommendations for improvement. We typically refrain from providing</p>	

	<p>responses following public comments, and will ensure follow-up is made if requested and necessary.</p> <p>We also ask that you adhere to the following guidelines:</p> <ul style="list-style-type: none">• State your name and be sure to provide your contact information on the form if you'd like a follow-up.• Keep your comments brief and to the point, with a three-minute time limit.• Please do not reflect adversely on the political or economic view, ethnic background, character, or motives of any individual.• If you have a specific complaint about an individual employee, it must be addressed through the Mayor's office and not in this setting. <p>At this time, I will call on the first 3 signed up to speak.</p>	
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