

Guide to digital meetings of the Planning Commission and Boards of Adjustment

Watching Planning Commission or Board of Adjustment Meetings via YouTube:

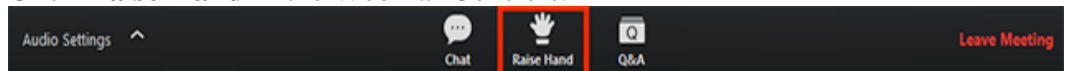
If you are interested in watching one of our meetings but do not plan on speaking, the meeting will be streamed live on YouTube (with a 20 second delay). To view this stream, visit our [YouTube Channel](#).

Attending Planning Commission or Board of Adjustment Meetings via Zoom:

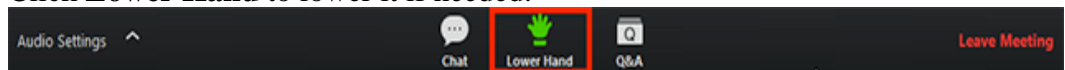
- Register for Zoom prior to the meeting. <https://zoom.us/signup>
- Use the links provided on the Planning Commission website to register for the meeting you wish to attend. [Link Here](#)
- You will need to download the Zoom application. This only takes a couple of minutes. Be sure to allow time for this before the meeting starts.
- The meetings are set up for applicants and members of the public to join as attendees without camera or microphone access.
- At the appropriate times during the meeting, the chair will ask if the applicant or members of the community have questions or comments on the application being heard. If you wish to speak, use the “raise hand” function in Zoom. Instructions for raising your hand on different operating systems and mobile devices can be found below.

- **Windows or Mac**

- Click **Raise Hand** in the Webinar Controls.



- The host will be notified that you've raised your hand.
- Click **Lower Hand** to lower it if needed.



- **Mobile (Android or iOS)**

- Tap **Raise Hand**
The host will be notified that you've raised your hand.
- Tap **Lower Hand** to lower it if needed.



- Some additional tips for Zoom meetings are:
 - Use a stable and as high-speed internet connection as possible
 - Make sure others are off internet so they do not bog down your connection
 - If you plan on speaking, be sure you are in a quiet place, so the microphone does not pick up background noise. This helps the Commissioners/Board Members and staff hear you better.