LCPC Meeting Procedures

Zoom Meeting – 8/24/2020

The Licking County Planning Commission ("LCPC") Board will conduct their regularly scheduled meeting on August 24, 2020 on the Zoom platform. There will not be an in-person meeting option. This change is due to the recent shift in Licking County’s COVID-19 category to Red as well as the number of individuals that may need to be accommodated in the meeting space for this particular meeting and a concern for those traveling from outside the region or state.

ZOOM MEETING INVITATION AND CONNECTION INFORMATION

Topic: LCPC Board Meeting
Time: August 24, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://us02web.zoom.us/j/82405242814?pwd=dlRobWltVltFUndyaVZqMzk4UloxQT09

Meeting ID: 824 0524 2814
Passcode: 167947
Telephone Option: Dial this number (1-312-626-6799 or https://us02web.zoom.us/u/kc2Qwbb4WS) for connection via telephone only. If using telephone for audio please connect on computer or other device first and then connect to audio through telephone audio promptings.

PROCEDURES, INSTRUCTIONS, AND INFORMATION REGARDING THE LCPC ZOOM MEETING

- The Zoom meeting will be open to the public with the invitation link on the LCPC website and specifically emailed to our Board and applicants.
- We encourage you to identify your name, and company if applicable, prior to entering the meeting. You can also do so after entering.
  - Example:
    - Changing name after you join:
      - Click on ‘Participants’; hover over your name; click on ‘More’ and then click ‘Rename’; enter your name and company, if applicable, and click ‘OK’.
• The LCPC Chair will ask applicants or those wishing to speak to identify themselves by stating their name and address for the record. Applicants and other participants will not be permitted to speak until they are identified by the Chair.

• Throughout the meeting, please state your name before you speak so that it is clear who is speaking regardless of technological varieties. In addition, please help keep the meeting orderly by speaking one person at a time. If necessary, you can connect through the ‘Chat’ function as well if there are problems with your audio, etc.

• Each participant will be automatically muted when you enter the meeting. Please unmute yourself when you need to speak. If you have background noise please be courteous to others in the meeting by muting yourself with this button: . If you have noise that disturbs the meeting you may be muted by staff.

• We encourage all applicants to utilize a video feed, if possible. You can turn your video on while your case(s) is(are) being discussed and leave it off while other items on the agenda are being considered. You can turn your video on or off with this button:

• Please note, as with all LCPC Meetings, the meeting will be recorded. This particular meeting will be video and audio recorded.

• We encourage all participants to arrive to the meeting early (10-15 mins) to get situated, allow for any issues to be solved, and to ensure you’re adequately identified.

• If you have never joined a Zoom Meeting or are unfamiliar with Zoom please consider checking out the Zoom website for video tutorials here: . You can also go to this page for additional articles and information on getting started with Zoom: . You may need to download the app if using a phone/tablet or the Zoom Client if using a computer if you’ve never used Zoom previously. If you have questions prior to the meeting or if you do not have the ability to connect to Zoom please contact our office (740-670-5200) and we will help to explain or accommodate you as much as possible.

We thank you for attending the Licking County Planning Commission Board meeting and appreciate your cooperation and patience during this critical public health situation. Thank you for helping us conduct business in Licking County while keeping our staff, families, residents, and customers safe during this difficult season. We sincerely hope you and your family maintain your health and stay safe.

If you have any questions or concerns, please contact the LCPC staff at (740) 670-5200 or by email (planninganddevelopment@lcounty.com).