Minutes of the Ogden Valley Planning Commission Work Virtual Test Meeting for March 31, 2020 at 4:30 pm

 **Present:** John Lewis, Chair; John Howell, Chris Hogge, Jeffry Burton, Shanna Francis**,** Steve Waldrip

 **Absent/Excused:** Commissioner Wood and Howell

**Staff Present:** Rick Grover, Planning Director;Steve Burton,Principal Planner; Felix Lleverino, Scott Perkes, Charlie Ewart, Tammy Adelotte, Courtlan Erickson,Legal Counsel; Angela Martin, Lead Office Specialist

ZOOM Video Conferencing – Connection Info:

Join Zoom Meeting

<https://zoom.us/j/949343158>

Meeting ID: 949 343 158

* **Roll Call:**
* **Troubleshoot Electronic Devices to Ensure Connectivity and Functionality**

**To use Zoom we will send you an invite (link) to each of the meetings through your email, which will come shortly before each meeting.**

* **For desktops or laptops:**
* **Click the emailed link. It will open a webpage that contains two messages. The first, in big font, will invite you to download the Zoom software to your computer; the second, in little font beneath the big font, will invite you to join via the web. Unless you are planning on setting up your own account with Zoom I recommend just using the second method. It will automatically open the meeting within the web browser. Your computer will need at least a microphone to participate, but having both a mic and webcam in your computer is better for everyone to see who is talking.**
* **For smart devices:**
* **You will need to download the ZOOM app and create an account first. Then from your email on your device, click the invite link and the app should automatically launch you into the meeting**
* **Discuss Public Comment Scenarios and Preferred Approach**
* **Scenario 1:**
* **For all items:**
* **Increase the number of days prior to a hearing in which public notice is sent out.**
* **Public comment may be submitted during this extended public notice period.**
* **Submitted comments will be reviewed by the Commission during the virtual meeting.**
* **Action may be taken during the virtual meeting.**
* **Scenario 2:**
* **For non-legislative items:**
* **Public comment will not be accepted.**
* **Action may be taken during the virtual meeting.**
* **For legislative items:**
* **Increase the number of days prior to a hearing in which public notice is sent out.**
* **Public comment may be submitted during this extended public notice period.**
* **Submitted comments will be reviewed by the Commission during the virtual meeting.**
* **Action may be taken during the virtual meeting.**
* **Scenario 3:**
* **For all items:**
* **No extension in the number of days prior to a hearing in which public noticing is sent out.**
* **Public comment may be submitted during the virtual meeting.**
* **Public comment may be submitted for up to one week following the virtual meeting.**
* **Action will not be taken during the virtual meeting.**
* **All submitted public comments will be reviewed by the Commission at a follow-up meeting.**
* **Action may be taken during the follow-up meeting.**
* **Scenario 4 (Hybrid of Scenario 1 and Scenario 3):**
* **For all items:**
* **Increase the number of days prior to a hearing in which public notice is sent out.**
* **Public comment may be submitted during this extended public notice period.**
* **Public comment may be submitted during the virtual meeting.**
* **Submitted comments will be reviewed by the Commission during the virtual meeting.**
* **Action may be taken during the virtual meeting.**
* **If the item is tabled, public comment may be submitted during the time leading up to the next meeting.**
* **All submitted public comments will be reviewed by the Commission at a follow-up meeting.**
* **Action may be taken during the follow-up meeting.**
* **Scenario 5 (Hybrid of Scenario 1 and Scenario 3):**
* **For all items:**
* **Increase the number of days prior to a hearing in which public notice is sent out.**
* **Public comment may be submitted during this extended public notice period.**
* **Public comment may be submitted during the virtual meeting.**
* **Public comment may be submitted for up to one week following the virtual meeting.**
* **Action will not be taken during the virtual meeting.**
* **All submitted public comments will be reviewed by the Commission at a follow-up meeting.**
* **Action may be taken during the follow-up meeting.**

Planning Commissioners picked scenario #4. They all agreed.

**Adjourn**

Commissioner Howell made a motion to adjourn and Commissioner Hogge seconded the motion. Commissioner’s Francis, Burton, Wood and Chair Lewis voted aye. (Motion carried) Meeting adjourned at 5:00 pm.

**Respectfully Submitted,**

**Angela Martin**

**Angela Martin, Lead Office Specialist**

**Weber County Planning Commission**