Sandy City, Utah

Meeting Minutes

Planning Commission

Dave Bromley
Michael Christopherson
Monica Collard
Ron Mortimer
Jamie Tsandes
Cameron Duncan
Jeff Lovell
NH Rather (Alternate)
Daniel Schoenfeld (Alternate)

Thursday, April 2, 2020	**4:30 PM**	**Electronic Meeting**

THIS IS A TEST ELECTRONIC MEETING. NO OFFICIAL BUSINESS WILL BE CONDUCTED.

20-097   NOTICE IS HEREBY GIVEN THAT THE SANDY CITY PLANNING COMMISSION WILL HOLD A TEST MEETING ELECTRONICALLY, VIA ZOOM PHONE AND VIDEO CONFERENCING, ON THURSDAY, APRIL 2, 2020. NO OFFICAL BUSINESS WILL BE CONDUCTED AT THIS TEST MEETING. PERSONS WITH DISABILITIES WHO MAY NEED ASSISTANCE SHOULD CONTACT THE PLANNING STAFF AT (801) 568-7250, AT LEAST 24 HOURS PRIOR TO THIS MEETING.

In accordance with Governor Herbert's Utah Executive Order 2020-1, declaring a state of emergency in response to COVID-19, and pursuant to Utah Executive Order 2020-05, modifying the Open Meetings Act requirements allowing electronic meetings without an anchor location, the City of Sandy will be holding Planning Commission meetings electronically, until further notice is given.

Attendees will be allowed to join via phone or video, using Zoom phone and video conferencing. Note, if public comment is invited, it will be accessed through video conferencing, and a participant must have video on and working to speak. Those who join via phone may listen, but not comment. Ability to connect and comment is dependent on an individual's internet connection, not the City. If you want to comment but do not have video capability, comments must be submitted to the Planning Director Brian McCuistion by email at bmccuistion@sandy.utah.gov, by 4:00 p.m. on April 2, 2020.

Instructions on how to join the webinar electronically are below.
 How to use Zoom General Instructions
• Join on any device, with mobile and desktop availability.
• Go to: www.zoom.us/w/
• Click on "join a meeting", in the top right hand corner of the webpage.
• Enter the Meeting ID and click "Join".
• A download should start automatically in a few seconds. If not, click "download here".
• Open download and meeting should start at 4:30 pm.

Join Sandy City Planning Commission April 2, 2020 Zoom Webinar

<https://zoom.us/webinar/register/WN_a_vOeOvTScmMSKAsBcbBQQ>

Or an H.323/SIP room system:
H.323:
162.255.37.11 (US West)
162.255.36.11 (US East)
221.122.88.195 (China)
115.114.131.7 (India Mumbai)

115.114.115.7 (India Hyderabad)
213.19.144.110 (EMEA)
103.122.166.55 (Australia)
209.9.211.110 (Hong Kong)
64.211.144.160 (Brazil)
69.174.57.160 (Canada)
207.226.132.110 (Japan)
Meeting ID: 590 550 484
SIP: 590550484@zoomcrc.com <mailto:590550484@zoomcrc.com>

The Sandy City Planning Commission held a test meeting

Brian McCuistion explained that he will be the host of the meetings and have Brynn Bohlender Planning Commission Secretary and Planning Commission Chair as a co-host.

Michael Christopherson asked how the public will be able to see and participate in the Zoom meetings.

Brian McCuistion explained that the zoom meeting details will be posted with the agenda and in Planning Commission notices and the public can register to participate in the meeting.

Dave Bromley asked how the public can speak in the meeting.

Brian McCuistion explained that you can allow an attendee to talk and there also is the question and answer function.

Dave Bromley asked who would be receiving the chats and line of communication.

Brian McCuistion explained that it will most likely be him.

Staff tested out the raising hand and question and answer functions.

Jake Warner explained that it would probably be better if we only used one of the functions instead of both during the meetings.

Staff tested raising hand and allowing to speak function for attendees with the help of Steve Van Marren.

Staff tested out screen sharing and annotating functions for staff PowerPoints.

Staff tested out the chat functions and decided to not use the chat functions in the meeting.

Brynn Bohlender asked how we will be able to know who wants to comment on what items.

Jake Warner explained that the raise a hand option will allow those to raise their hand for public comment for each item.

Brynn Bohlender asked who will be controlling and filtering through the public comment.

Mike Wilcox explained that since that chair will be a cohost, the chair should be the one monitoring public comment.

Adjournment

Meeting Procedure
1. Staff Introduction
2. Developer/Project Applicant presentation
3. Staff Presentation
4. Open Public Comment (if item has been noticed to the public)
5. Close Public Comment
6. Planning Commission Deliberation
7. Planning Commission Motion

In order to be considerate of everyone attending the meeting and to more closely follow the published agenda times, public comments will be limited to 2 minutes per person per item. A spokesperson who has been asked by a group to summarize their concerns will be allowed 5 minutes to speak. Comments which cannot be made within these time limits should be submitted in writing to the Community Development Department prior to noon the day
before the scheduled meeting.

Planning Commission applications may be tabled if: 1) Additional information is needed in order to take action on the item; OR 2) The Planning Commission feels there are unresolved issues that may need further attention before the Commission is ready to make a motion. No agenda item will begin after 11 pm without a unanimous vote of the Commission. The Commission may carry over agenda items, scheduled late in the evening and not heard, to the next regular scheduled meeting.

In compliance with the Americans With Disabilities Act, reasonable accommodations for individuals with disabilities will be provided upon request. For assistance, or if you have any questions regarding the Planning Commission Agenda or any of the items, please call the Sandy City Planning Department at (801) 568-7256