

Join Zoom meeting by phone only

Step 1: Dial 1-929-205-6099

Step 2: Enter the meeting number followed by the # sign

(Meeting number will be provided during phone call with Planning staff member)

Step 3: Enter # again to continue

(There is no participant ID number)

Step 4: Enter the meeting password followed by the # sign

(Meeting password will be provided during phone call with Planning staff member)

Step 5: Once connection is made, the following messages will be heard.

"You are in the meeting now."

"There is ___ other participant in the meeting."

"You are muted."

"You have been put on hold by the host."

"You cannot listen or talk until the host releases the hold."

Once admitted into the meeting, the following message will be heard.

"You are muted."

*"You can unmute or mute yourself by pressing *6."*

Participants cannot unmute themselves. Only the host (The City) can unmute a participant.

At this point, the meeting will be heard through the headset of the phone.

The Chairman will go through the list of participants that requested to speak at the hearing. When the Chairman recognizes a participant, the participant will be unmuted. The participant will hear their name before being unmuted when they are asked to testify.

"You are unmuted."

Once the testimony is completed and the board asks all questions for the participant, the participant will be muted and will hear:

"You are muted."