

# Planning & Zoning Commission Regular Meeting

May 12, 2020; 7:00 pm

Held by Video Conference

INSTRUCTIONS FOR ATTENDING & COMMENTING

Meeting Link: <https://zoom.us/j/95585093914?pwd=bDBqbXpqV1hNUmk4bU5XTzMzMXlwUT09>

Password: 765231

OR

Or iPhone one-tap :

US: +13462487799,,95585093914# or +16699009128,,95585093914#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 9128 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782  
or +1 301 715 8592 (International numbers available: <https://zoom.us/u/a7BDSae2R>)

Webinar ID: 955 8509 3914

## **INSTRUCTIONS FOR ATTENDING MEETING WITH ZOOM APPLICATION ON YOUR COMPUTER:**

- You will need to have the Zoom application installed on your computer (if you do not yet have it installed, it can be downloaded for free at [zoom.us/download](https://zoom.us/download)).
- If prompted to include a name, please use your first and last name (no nicknames).
- When you join the meeting, you will be sent to a waiting room until the meeting moderator allows you to join the meeting. Please log into the meeting at least 10 minutes before the scheduled meeting start time to allow the moderator enough time to let you into the meeting before it starts.

## **INSTRUCTIONS FOR ATTENDING THE MEETING BY TELEPHONE** (We recommend using a computer):

- To attend the meeting by telephone, **see numbers listed above** prior to the meeting start time, at least 10 minutes prior.
- When prompted, enter the Meeting ID at the top of this page and you will be connected to the meeting.

## **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT BEFORE THE MEETING:**

- The public may submit written comment prior to the meeting by email to Danielle Sedillo-Molina at [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov) no later than 5:00PM on Monday, May 11, 2020.

Written comments will be read aloud by staff during the meeting unless you sign up to speak during the meeting.

- Any comment with derogatory or otherwise inappropriate statements or inappropriate imagery will not be read at the meeting or included in the meeting record.

You must include in the email:

- Your first and last name
- Your full address

**INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT DURING THE MEETING:**

- Individuals wishing to provide public comment at this meeting may provide public comment via the Zoom application or by telephone.
- Individuals wishing to provide public comment at this meeting, it is advisable to sign up for public comment as early as possible. To sign up for public comment, email Danielle Sedillo-Molina at [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov).
- Staff has the right to remove individuals from the meeting for poor etiquette, excessive noise, or any other behavior deemed a nuisance.

You must include in the email:

- Your first and last name
- Your full address
- Phone number you will call from (if applicable)

**INSTRUCTIONS FOR VIEWING MEETING VIA FACEBOOK LIVESTREAM:**

- Go to the Los Ranchos Facebook page at [www.facebook.com/LosRanchosNM](http://www.facebook.com/LosRanchosNM) and click the video at the top of the page. The Village is not responsible for the Facebook live stream viability or steadiness or ability to go live. We are providing this as an alternate method to view/attend the meeting. This link is for viewing purposes only. We will not be monitoring the chat sessions and will not be answering questions via chat in the Facebook stream.

**QUESTIONS:**

If you have any questions, feel free to contact Danielle Sedillo-Molina by email at [dmolina@losranchosnm.gov](mailto:dmolina@losranchosnm.gov).

The Village of Los Ranchos is not responsible for inability to connect to the meeting, either by Zoom meeting link or Facebook livestream. The meeting video and audio is recorded and will be available online after the meeting on the Village website: <https://losranchosnm.gov/planning-zoning-media>.

If you are an individual with a disability who is in need of a reader, amplifier, remote microphone, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at least five (5) days prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the Village Clerk at (505) 344-6582 if a special format is needed.