

HOW TO PARTICIPATE IN PLANNING COMMISSION HEARINGS

IN-PERSON:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS

Please fill out a speaker slip located at the entrance to Council Chambers. Indicate the item you wish to speak on as well as other requested information. Then submit it to the Chairperson at the box indicated near the speaker's lectern at the front of the room.

VIRTUAL:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS

The Planning Commission meetings will continue to be held virtually using the Zoom Webinar platform. Members of the public can offer public comment on agenda items or during Non-Agenda Public Comment by accessing the meeting online using, desktop computer, laptop, tablet, or Smartphone, or by calling into the meeting from your cellular phone or landline.

To raise your hand via a phone-in please press *9 and unmute when the Chairperson calls on you by pressing *6. If you are participating via the webinar platform, please press the raise your hand icon and the unmute button when prompted

Please Note: Members of the public who wish to provide virtual testimony must enter the virtual queue by raising their hand before the queue closes. The queue will close when the last virtual speaker finishes speaking or five minutes after in-person testimony ends, whichever happens first.

Those participating virtually may NOT cede time to others participating in person or virtually.

1. To join using Zoom, visit: <https://sandiego.zoomgov.com/j/1612210047>
2. To join by telephone: Dial 1-669-254 5252 or (Toll-Free) 1-833-568-8864

- When prompted, input Webinar ID: 161 221 0047

The Public is encouraged to [subscribe](#) to receive meeting agendas.

HOW TO PROVIDE WRITTEN COMMENTS:

PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS

Webform: Submit using the [webform](#) indicating the comment type and item number (if relevant) for which you wish to submit your comment. Comments received by 7:00 AM the day of the meeting will be distributed to the Planning Commission and posted online with the meeting materials. All webform comments are limited to 200 words but may include attachments. Comments received after the start of the meeting but before the item is called will be submitted into the written record for the relevant item.

Written Materials: Instead of submitting written materials as an attachment to the [webform](#), you may submit via U.S. Mail to the Planning Commission's attention at 1222 First Avenue, MS 501 San Diego, CA 92101. Materials submitted via U.S. Mail will need to be received the business day prior for it to be distributed to the Planning Commission.

Senate Bill 343 (Late-Arriving Material): Pursuant to California Senate Bill 343 (Section 54957.5(b) of the Brown Act), late-arriving documents related to Planning Commission meeting agenda items that are distributed to the legislative body prior to and during the Planning Commission meeting are available for public review on the 12th Council Chambers (Lobby area) the City Administration Building, 202 C Street, San Diego, CA 92101. This relates to those documents received after the agenda is publicly noticed and during the 72 hours prior to the start of the meeting.

Please note: Approximately one hour prior to the start of the Planning Commission, the documents will be available just outside Council Chambers in the lobby of the 12th floor of the City Administration Building in a binder labeled "SB 343." Late-arriving materials received during the Planning Commission meeting are available for review by making a verbal request of Planning Commission staff located in Council Chambers.

HOW TO WATCH THE MEETING:

If the meeting is being held in Council Chambers the public may view the meetings on public television (within the City of San Diego only) on City TV Channel 24 for Cox

Communications and Spectrum or Channel 99 for AT&T U-Verse, or view the meetings online (link is external).

If the Meetings is NOT being held in Council Chambers the public may view the meetings on their scheduled time on the City of San Diego Public Hearings YouTube channel or within 24 to 48 hours of the meeting depending upon technical streaming issues.

SUBMITTING PROJECT INFORMATION (NOT PUBLIC COMMENT):

All project information and material for Planning Commission consideration must be submitted to the Recording Secretary 10 calendar days prior to the hearing. This section only applies to submitting materials for the Planning Commission's consideration, not public comments.

- **Mail or Delivery:** City of San Diego Planning Commission, 1222 First Ave., fifth floor, San Diego, CA 92101. *Must include Ten (10) copies of the material.*
- **At the public hearing:** *Must include Ten (10) copies of the material.* NOTE: If your project information is received at the hearing, the Planning Commission may not be able to review and consider your information thoroughly.