



Public Participation Guide August 1, 2023 Planning Commission Hearing – Appeal – 921-22-000104-PLNG 921-23-000023-PLNG

The Planning Commission Hearing will be available using teleconferencing technology called Zoom as well as in person in the Wasco County Public Works Conference Room, 2705 E. 2nd Street, The Dalles, OR 97058. Hearing starts at 3:00 pm.

Participation by the public is welcome and encouraged!

To provide comment via teleconferencing, you must pre-register. This enables us to keep the virtual meeting secure and ensure we get participants names and addresses for the official record. To pre-register for October 4, go to: https://wascocounty-org.zoom.us/meeting/register/tZ0pceyhrTkiHNZFB5a_VnV3rDuRM850IVOK

If you do not wish to register and comment, you can view the live stream on our [YouTube channel](#).

By phone: Dial (253) 215-8782 and enter Meeting ID: **894 6593 2862** followed by #

Please stay on mute until it is appropriate to address the Commission.
To unmute your telephone, press “star 6” (*6)

In writing: Comments may be submitted in writing, up to the date of the hearing, to the Wasco County Planning and Development Office, at 2705 East Second St., The Dalles, Oregon 97058, or in person at the hearing. Written comments should be submitted by **4:00 pm on July 20, 2023**, to be included in Planning Commission Hearing Packet.

By email:

To comment on agenda or non-agenda items, please email daniel@co.wasco.or.us

Important Technology Notes:

- To minimize disruptive feedback of open microphones all participants except the Chair will be muted. Only you can unmute yourself, so be ready to do so when you are called upon to speak.
- Inappropriate or intentionally disruptive behavior will not be tolerated.
- Please do not use the chat feature of the tool unless requested by the Chair.
- If you have a poor internet connection, you may have a better experience by telephone. Please feel free to try both to ensure your participation experience meets your needs.
- The meeting will be recorded (audio and video) and will be made available on our website.

Please begin all comments by stating your name for the record.

Commenting on items not on the Agenda:

Before the scheduled hearing begins, the Chair will call for any public comment addressing items that are not listed on the agenda. Now is a good time to share concerns, ideas, suggestions, and pose questions towards items not on the agenda. If you try to make comments for the scheduled hearing at this moment, you will be asked to wait so it can be included in the hearing record.

Commenting on Agenda items:

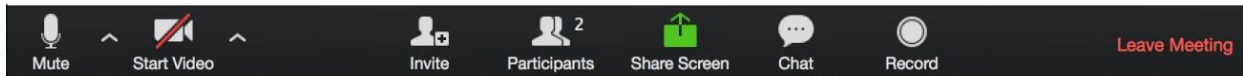
Before taking comment on the scheduled hearing, the Chair will provide an overview of the process and identify when public comment will be accepted. At the appropriate time, the Chair will ask if any members of the public would like to testify. If you would like to, please take yourself off of mute.

How to Participate in a Zoom Meeting

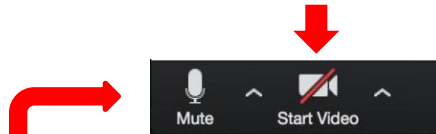
Join a Meeting

Join a meeting by clicking on a Zoom link provided by the meeting host. Follow the prompts to download and run Zoom. Enter the meeting ID if prompted. Click to join the audio conference via your computer. You can also use your phone for audio if your computer does not have a microphone. Follow the prompts for the dial in information.

The bottom of your Zoom window will look like this:



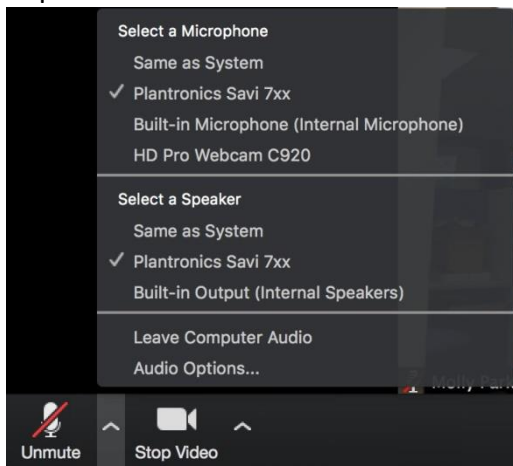
When you're in the meeting, you may click on the Start Video icon to start your video



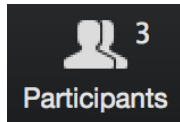
Make sure you click on the mute icon to mute your microphone immediately upon entering the meeting until you are called to speak.

Mute/Unmute & Audio Settings

You can mute and unmute your microphone. The host also has the ability to mute you. If you click on the arrow next to the mute button, you will have additional options for audio settings. You can change your microphone, leave the computer audio or access the audio options.



When you are invited to speak, you will need to unmute yourself. The host will give you time to do this, but you should familiarize yourself with the mute icon so you are prepared to mute and unmute.



Participants

If you click on Participants, you can see who is currently in the meeting. The participants list also gives you the option to raise your hand or rename yourself.

- **Raise Hand** - notifies host and shows a prompt to simulate hand raise
- **Rename** - hover over your name to change it as it is seen in the participants list and video window

You should only raise your hand if asked to by the Chair or meeting administrator. Hearings have specific times when public testimony is allowed and asking questions of staff or the chair are typically not allowed.

Choose video layout

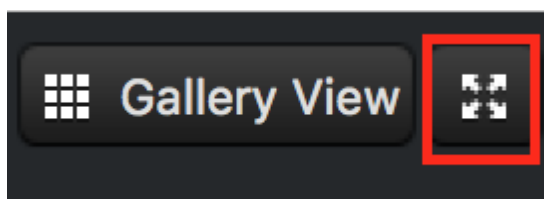
At the upper right of the Zoom window, you can switch between active speaker view and gallery view. Active speaker view will show just the person speaking. Gallery view will show all the participants



Left shows 'Active Speaker View'. Right Screen shows 'Gallery View'. Use the top right button to toggle between views.

Enter/Exit Full Screen

At the top right of the Zoom window, you can enter or exit full screen mode. You can also exit full screen by clicking **Esc**.



Leave Meeting

You can leave the meeting at any time by clicking on the **Leave Meeting** option at the lower right corner of the Zoom window.

For More Information

Contact Technical Support <https://support.zoom.us/hc/en-us/articles/201362003-Zoom-Technical-Support>

Zoom Help Center <https://support.zoom.us/hc/en-us>

Getting Started <https://support.zoom.us/hc/en-us/categories/200101697-Getting-Started>

Tutorials <https://support.zoom.us/hc/en-us/sections/201740096-Training>