




**DATE:** June 9, 2020  
**TO:** Public at Large and All Interested Parties  
**FROM:** Christopher Poirier, Planning Official   
**SUBJECT:** Board of Adjustment, Conditional Use, Design Review and Technical Review Committee Public Meetings

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### **Notice of Boards and Committee Meeting Changes**

On June 9<sup>th</sup>, the Board of Supervisors authorized committees and commission to resume telephonically.

Until further notice, Board of Adjustment, Conditional Use, Design Review and Technical Review Committee meetings will occur telephonically. ALL Board, Hearing Officer, and Committee Members, neighbors and other interested parties will participate over the telephone.

Interested parties will be able to listen to the meeting through a conference call. If you wish to address the Board or Committee members with concerns on an agenda item, please send an email with your name, the name of the Board or Committee and agenda item you wish to speak about, to [DSDPlanning@pima.gov](mailto:DSDPlanning@pima.gov). For example: John Doe wishes to speak regarding Item #6.

The typical order of a case includes the Board or Committee: 1) requesting a report from staff, 2) Q&A between staff and the Board or Committee, 3) a presentation by the applicant to the Board or Committee, 4) the Board or Committee then calls upon interested stakeholders, 5) a final statement by the applicant, 6) deliberation and motion by the Board or Committee.

*Only staff will be permitted in the hearing room; however, Board and Committee members, neighbors and other interested parties may participate by phone.* To participate, please call (520) 222-1111 shortly before the scheduled meeting time. Once prompted, enter the participation code 1802425. Remember to mute your phone until called upon and please listen to the instructions of the Chairperson. Please do not call out of order even for things like, "Speak up." We will all do our best to speak clearly and loudly.

It is imperative that all participants mute their phones until such time that they are called upon. Pima County Development Services Department is attempting to keep our regular services and processes functioning during this challenging time, and we appreciate your patience. Questions about this process can be directed to 724-8800, or email [dsdplanning@pima.gov](mailto:dsdplanning@pima.gov)