



**DATE:** March 19, 2020  
**TO:** Public at Large and All Interested Parties  
**FROM:** Christopher Poirier, Planning Official   
**SUBJECT:** Planning and Zoning Commission Meeting Change

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### **Notice of Planning and Zoning Commission Meeting Changes**

Until further notice, [Planning and Zoning Commission](#) meetings will occur telephonically. Some commissioners and ALL applicants, neighbors and other interested parties will participate over a telephone.

Interested parties will be able to listen to the hearing through a conference call. If you wish to address the commission with concerns on an agenda item, please send an email with your name and agenda item you wish to speak about, to: [Thomas.Drzazgowski@pima.gov](mailto:Thomas.Drzazgowski@pima.gov)

For example: John Doe wishes to speak regarding Item #6.

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

*Only staff and commissioners will be permitted in the hearing room; however, neighbors and other interested parties may participate by phone.* To participate, please call (520) 222-1111 shortly before 9 AM. 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 Dept. 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)