



City of Greensboro
North Carolina

NOTICE for Boards and Commissions Virtual Meeting Procedures EXTENDED

While North Carolina Governor Roy Cooper's Safer at Home Order is effective the City of Greensboro Boards and Commissions (B/C) restrictions to conduct virtual meetings only, will remain effective until City Council deems there is no longer a public safety concern for the residents of the City of Greensboro.

* All virtual meetings MUST:

- provide notice that a virtual meeting will occur (with staff contact information)
- follow standard protocols and procedures for each individual B/C
- be conducted using 'Zoom'

The STAFF liaison shall serve as the HOST/LEADER of the meeting, share connection credentials with staff and B/C members first, and then with the public on a first come first serve basis staying within the number of units allowed to participate.

The STAFF liaison shall provide information on the meeting notice to allow the public participation in the virtual meeting.

The STAFF liaison shall submit all meeting notices, meeting agendas and meeting minutes to the City Clerk (angela.lord@greensboro-nc.gov) for record keeping purposes.

*The Zoning Commission will hold virtual meetings for public hearings regarding zoning matters. Comments may be submitted to Luke Carter (lucas.carter@greensboro-nc.gov) or Mike Kirkman (mike.kirkman@greensboro-nc.gov) no later than 10 a.m. on meeting days. Be sure to note the zoning case and your interest in said case. Participation instructions will be emailed prior to the start of meetings. Presentations, pictures or other materials for the Commission should be provided to the Planning staff no later than 12:00 p.m. on the date of the meeting. No materials received after this time will be distributed at the meeting.

Angela Lord, CMC, NCCMC, City Clerk
City of Greensboro
Phone: 336-373-2397 Fax: 336.574-4003
P.O. Box 3136, Greensboro, NC 27402-3136
www.greensboro-nc.gov

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