

## PLANNING COMMISSION MEETING ZOOM INSTRUCTIONS

Franklin Township will hold its regularly scheduled **Planning Commission Meeting** via the Zoom platform at 7:00 pm. Zoom is not required to call in by phone. The building and meeting room will be open to the public with limited capacity due to social distancing requirements. Masks are required to enter the building and meeting room in accordance with State guidelines.

**Instructions for Participation via Zoom:** Click on the link below and it will start the meeting. A password (below) will be required: **Use your proper name when you sign in.**

### Join Zoom Meeting

<https://zoom.us/j/94591343160?pwd=Ynh4cFJuTXdFbEtJOWJvZkNaVkp5UT09>

Meeting ID: **945 9134 3160**

Passcode: **FTOWNPC**

One tap mobile

+16465588656,,94591343160# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

Meeting ID: 945 9134 3160

You will enter a “waiting room” prior to being allowed into the meeting by the organizer. Participants will be entered by the meeting organizer, who will request participants identify themselves for the record. The organizer controls public input through the mute/unmute feature and so public comment is reserved for designated times. However, participants who wish to be recognized at times other than the designated public comment can message the meeting organizer through the Zoom program in order to request their microphone be activated. This meeting will be recorded by audio and video.

For periods of public comment, public comment will begin with those matters submitted in advance by e-mail to [treasurer@franklintownship.org](mailto:treasurer@franklintownship.org) and by regular mail to the Township Office. If a participant believes they must appear in person, please send an e-mail to [treasurer@franklintownship.org](mailto:treasurer@franklintownship.org) or leave a voicemail message at 717-432-3773, including a return call number, at least 24 hours prior to the meeting.

To ensure that the connections of participants are working and to allow for any troubleshooting prior to the beginning of the meeting, we encourage all participants to enter the meeting 10 minutes prior to its start at 7:00 p.m.

If you are having technical issues or need help setting up the Zoom application, please visit the Zoom help site at <https://support.zoom.us/>

---

**Additional Information:** The Township building will be open for attendance, however, space will be limited significantly due to social distancing measures. Board members may not be present on site. We discourage attendance at the Township due to potential spread of COVID-19 and encourage attendance through the above Zoom conference by computer or phone.