

PLEASE TAKE NOTICE that the Planning Board of the Township of Lakewood will be holding its regular Meetings remotely via electronic means on the following dates and times:

- Tuesday, December 8, 2020, 6:00 PM
- Tuesday, December 22, 2020, 6:00 PM

PUBLIC PARTICIPATION IS AVAILABLE UTILIZING ONE OF THE FOLLOWING OPTIONS:

1. **To observe the meetings only**, visit www.lakewoodnj.gov. Click on “Click here to watch livestreaming of current meeting.” This option does not provide the ability to speak during the public portion.
2. **To submit written comments**, before or during the meeting, comments can be emailed to planningboardcomments@lakewoodnj.gov. You must include your name and address in your submission. The Board will review the questions and comments and address them as appropriate.
3. **To join the live meetings using audio and video capabilities for verbal public comment**, visit <https://lakewoodnj.webex.com/meet/lakewoodplanningboard> Click **Open Cisco Webex Meetings** if you see a message from your browser or **Join from your browser**.
 - a. **SMART DEVICE / COMPUTER** you must type a request to the Meeting Organizer via the “Chat” feature in the app by stating **ONLY** your Name and Address for the record by smart device or computer. The Board Chairperson will then acknowledge you when it is your turn to speak. The “Chat” feature should only be used to indicate your desire to participate in the Public Comment/Question portions of the meeting. **NO COMMENTS OR QUESTIONS PLACED IN THE CHAT WILL BE DISCUSSED.**
4. **To join the live meetings using audio capabilities for verbal public comment**, dial 1-408-418-9388. When asked for the meeting number, enter 798 023 744.
 - a. **PHONE ONLY** once all chat requests are complete the Board Chair will ask phone participants to state their name and address **ONLY** and then acknowledge each one when it is their turn to speak.

PUBLIC PARTICIPATION DECORUM DURING MEETING:

- Members of the public will join muted and must remain muted until they are acknowledged during the Public Comment/Question portions of the Meeting. Only the Meeting Organizer will “unmute/mute” a participant and/or attendee.
- Any member of the public who intends to present an exhibit during the hearing must submit it to the Board Secretary via the e-mail address above at least 2 days prior to the hearing so that it can be marked into evidence
- The chair may limit comments as appropriate.
- In order maintain necessary decorum, violators of the above rules will be disconnected from the meeting.

PUBLIC ACCESS TO APPLICATION FILES:

- All Application files can be viewed by visiting www.lakewoodnj.gov/departments/planning and clicking the link for “Planning Board Applications and Plans.” The full direct link is: https://lakewoodnj-my.sharepoint.com/:f/g/personal/amorris_lakewoodnj_gov/EgV3AAKO6rFLqm9FnUMW0LIBF8FNGKj11hXcJ9eDoqKUuA?e=X4x88e
- Members of the public who do not have internet access should contact the Board Secretary via telephone.

All questions and submittals should be directed to the Board Secretary, Monday through Friday during the hours of 8AM to 4PM.

Ally Morris, Planning Board Secretary (732) 364-2500 extension 5238
planningboardcomments@lakewoodnj.gov

Public comments will not be accepted via phone call or voicemail to the Board Secretary