



*Tina Touchette,
Village Clerk*

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Website: www.oswegoil.org

November 2, 2020

Remote Meeting Attendance Instructions

The Illinois Dept. of Public Health and Gov. Pritzker have announced COVID-19 resurgence mitigations for Region Two (including Kendall County) effective 12:01 a.m. on Wednesday, November 4, 2020; limiting meetings, social events, and gatherings to the lesser of 25 persons or 25 percent of overall room capacity. In accordance with Public Act 101-0640, which went into effect on June 12, 2020, allows public bodies to conduct remote meetings under certain conditions ([available via this link](#)). Each member of the public body participating by audio or video conference for a meeting held under these provisions is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

The Village of Oswego will hold a Meeting of the Planning and Zoning Commission on Thursday, November 5, 2020 with commission members, staff, and the public participating remotely in compliance with the State's requirements. The Planning and Zoning Commission Meeting will begin at 7 p.m. Village Hall will be open for the meeting; however, residents are strongly encouraged to participate remotely due to there being a limit of twenty-five (25) persons gathering pursuant to the Governor's Executive Order. Here's how:

How to watch or join the meetings from home:

- Watch the webinar live at StreamUS.oswegoil.org. You will see the commission members, staff members, and other participants who may be attending remotely. If you access the video webinar on a smart phone, you will be prompted to download the Zoom app.
- Join our meeting by phone call. Call (312) 626-6799 just prior to the meeting. When prompted, enter passcode **508 193 215** from your phone. You will hear the audio of the meeting through our webinar service.

To give a comment at the meetings, you have multiple options:

- Email your comment to publiccomment@oswegoil.org by 4 p.m. on the day of the meeting. Your comment will not be read aloud during the Public Forum portion of the Planning and Zoning Commission meeting. The emailed comments will be provided to all Planning and Zoning Commission members and will be included in the meeting minutes. **Please indicate, in the subject line of your email, what meeting body you would like your comments to be read aloud at. For example: "Public Comment for Planning and Zoning Commission Meeting"**. The entire content of your written comments will be subject to public release. The Village of Oswego is under no obligation to redact any information.
- Give your comment live by phone. Email publiccomment@oswegoil.org or call 630-554-3259 by 4 p.m. on the day of the meeting and leave your name, address, phone number, and the topic on which you'd like to speak. Our staff will call you during the meeting and will put you on speakerphone so that you can give your comment live. Please be by your phone when the meeting begins at 7 p.m. We will let the line ring four times before moving onto the next speaker.

- You may also still give public comment in person. Residents are strongly encouraged to stay home and participate remotely, however, they may also attend the meeting in person. If attending, members of the public are required to stay six feet from any other person in the room and wear a face covering/mask.

As always, those physically giving public comment are asked to fill out the Public Participation form and abide by the Village's civility code, which is available on the Village's [website](#).

Get updates as they happen

Residents are also encouraged to follow the Village of Oswego on Facebook (@VillageofOswego) and Twitter (@OswegoIL60543) for up to the minute updates. You can also subscribe to Village of Oswego emails or text alerts by visiting <http://www.oswegoil.org/> and clicking on "E-mail Alerts".

For more information about public participation at meetings during the COVID-19 crisis, please contact me.

Thank you,
Tina Touchette, RMC, CMC
Village Clerk
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ttouchette@oswegoil.org