

# Welcome to the January 6, 2021 West Des Moines Board of Adjustment Meeting

## Here are a few housekeeping items before we get started:

- You will be muted by default when joining the meeting. The Board Chair will first ask for the applicant's and then staff's presentation on an agenda item. After the applicant and staff have presented, the Chair will ask for public comment. At this point, please raise your hand to indicate you wish to speak. The Chair will then call on you and you will be unmuted.



Raise Hand:

Location - Click participants in your Zoom toolbar, you will see a box pop up with this at the bottom of the participants window:



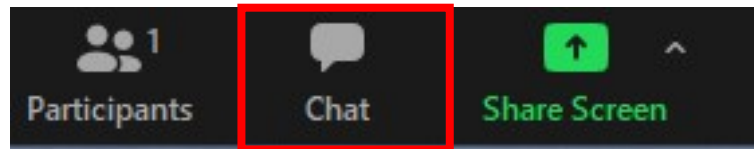
If you are participating by phone, dial \*9 to raise or lower your hand, dial \*6 to mute/unmute

- When the meeting is in session, please write in the chat window (click the speech bubble icon in the bottom bar) and let us know if you can't see or hear something or you are having other issues



Chat:

Location - Click on the speech bubble in your Zoom toolbar



- If you have the meeting display on Full Screen, the Participants or Chat window may be hidden. Chose "Exit Full Screen" at the top right corner and the meeting display will shrink and you will have room to show these windows off to the side of the main display.

## Item 3a – Second Home Pet Care, 820 1<sup>st</sup> Street – Approval of a Permitted Conditional Use Permit

### To participate on this item:

- The Board Chair will first have the applicant present on the agenda item.
- The Chair will then ask for public comment on the item.
- Please raise your hand to indicate that you wish to speak.
- The Chair will then call on you and you will be unmuted.

**When you are unmuted – please state your name and address for the record before you make your comments.**



Raise Hand:

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- Please note, it is entirely at the Chair's discretion to limit the length of time that individuals may speak, as well as whether to allow individuals to speak a second time.
- When a motion is made and a vote is called for, ONLY the Board members vote.



