

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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**Charter Township of Ypsilanti  
Public Meeting Notice  
Planning Commission Regular Meeting  
April 27, 2021 6:30pm**

**PLEASE TAKE NOTICE** that the Charter Township of Ypsilanti Planning Commission will hold a Regular Meeting scheduled for April 27, 2021 at 6:30pm. This meeting will be conducted virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pursuant to the State of Michigan Open Meetings Act.

Public comment will be handled by the “Raise Hand” method as instructed below within Participant Controls.

If you need any assistance due to a disability please contact the Planning Department at least 48 hours in advance of the meeting at [planning@ytown.org](mailto:planning@ytown.org) or 734-485-3943.

### **Meeting Information:**

When: Apr 27, 2021 06:30 PM Eastern Time (US and Canada)  
Topic: April 27, 2021 Planning Commission - Ypsilanti Township

Please click the link below to join the webinar:

<https://ytown.zoom.us/j/97926921571>

Or One tap mobile :

US: +19292056099,,97926921571# or +13017158592,,97926921571#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900  
6833 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 979 2692 1571

International numbers available: <https://ytown.zoom.us/j/97926921571>

## **Zoom Instructions for Participants**

### **To join the conference by phone:**

1. On your phone, dial the teleconferencing number provided above.
2. Enter the Meeting ID number (also provided above) when prompted using your touch- tone (DTMF) keypad.

### **Before a videoconference:**

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

### **To join the videoconference:**

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the Meeting ID provided.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number.
2. Enter the Meeting ID number (also provided above) when prompted using your touch- tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2- digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.

If you have any further questions or concerns, please email or call the Planning Department at [planning@ytown.org](mailto:planning@ytown.org) or 734-485-3943.