



**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CHESTERFIELD, MISSOURI, ADOPTING VIDEO CONFERENCING PROCEDURES FOR USE DURING THE COVID-19 PANDEMIC**

**WHEREAS**, the President, the Governor, and the St. Louis County Executive have all declared states of emergency in response to the Covid-19 pandemic; and,

**WHEREAS**, the citizens of the City of Chesterfield are currently under State and County orders that require, among other things, social distancing of at least six feet, restrictions on planned events that bring together 10 or more people in a single space at the same time, and shelter in place requirements for individuals deemed non-essential, as defined by the St. Louis County Department of Public Health; and,

**WHEREAS**, the citizens of the City play an active role in the land use and economic development process of the City and regularly attend and participate in meetings and public hearings; and,

**WHEREAS**, the Planning Commission is obligated by the City's Unified Development Code to hold public hearings within ninety days of receipt of certain zoning petitions; and,

**WHEREAS**, the Planning Commission has authority pursuant to §89.330 RSMo. and Section 23-21 of the City's Unified Development Code to adopt rules and procedures for Planning Commission meetings, including the method of conducting such meetings and public hearings; and,

**WHEREAS**, the use of teleconferencing and videoconferencing for conducting public meetings and the use of videoconferencing for holding public hearings will be authorized only during this state of emergency; and,

**WHEREAS**, this Resolution is necessary to preserve the health, safety and welfare of the citizens of Chesterfield and the citizens of the State of Missouri.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF CHESTERFIELD, MISSOURI AS FOLLOWS:**

SECTION 1: The authorization of the use of teleconferencing and videoconferencing for public meetings and the use of videoconferencing for public hearings shall remain in effect until it is safe to resume in-person public meetings.

SECTION 2: The Planning Commission shall consider only necessary public business, which, failure to act upon, would result in a neglect of oath or duty, or an undue hardship to the applicant or the City.

SECTION 3: The Director of Planning is hereby appointed to provide teleconference and videoconference capabilities for public meetings and videoconference capabilities for public hearings, subject to the following requirements:

- a. All public notices of any meeting shall comply with §610 RSMo et seq., including the providing of notice of the time, date, and place of the meeting and whether the meeting will be conducted by teleconference or videoconference.
- b. The tentative agenda shall identify the mode by which the meeting will be conducted and the designated phone number or website where the public may observe and attend the meeting.
- c. Every reasonable effort shall be made to grant special access to the meeting to handicapped or disabled individuals.
- d. The notice of any meeting shall be posted on the City's website and at City Hall. All postings, notifications, and requirements for public hearings shall comply with the City's Unified Development Code and state whether the meeting will be conducted via video or tele-conference and provide instructions on how the public may attend the meeting virtually.

SECTION 4: The use of teleconferencing and videoconferencing for meetings of the Planning Commission and the use of videoconferencing for public hearings related only to necessary business of the Planning Commission is necessary for the preservation of health, safety and welfare of the citizens of Chesterfield.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020

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CHAIRMAN, PLANNING COMMISSION

ATTEST:

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SECRETARY, PLANNING COMMISSION