

Community Engagement and Public Information Department

## **IMPORTANT EMERGENCY INFORMATION**

### [Updated 5.11.20] County Reissues Guidance for Public Comment During Electronic Meetings



FOR IMMEDIATE RELEASE

DATE: 5/11/2020

TIME: 2:00 p.m.

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Gloucester County will continue to operate and conduct business in the face of the COVID-19 pandemic. In order to maintain social distancing requirements and a responsible public health posture, the County and various local agencies and commissions will be rescheduling and relocating upcoming meetings to an online, virtual platform.

Where noted, meetings will be broadcast live on Cox Channel 48 and on the County's meeting portal at <http://www.gloucesterva.info/640/Meeting-Portal>. Although the meetings will not be available for the physical presence of the public, several methods are being provided for public input.

Comments may be submitted via an online form by visiting [www.gloucesterva.info/citizencomment](http://www.gloucesterva.info/citizencomment) until 4:30 p.m. on the day of the meeting selected. Comments will be read aloud during that section of the meetings up to the set time limit (3 minutes). Comments submitted anonymously or with fictitious names will not be read.

Comments can also be submitted via phone until 4:30 p.m. on the day of the meeting. Those wishing to comment should call 804-824-2760 and listen to the recorded menu. Instructions will be provided on selections to make in order to leave a recorded comment. Comments submitted via this method will be played during the appropriate comment or public hearing period, up to the set time limit (3 minutes). This method will also be open for comments to be submitted during public hearings, on the date and time such public hearings are held by the Board (as advertised), until the Chair closes the public hearing for submissions.

Finally, to submit comments via US Mail, send to: County Administration ATTN: Citizen/Public Hearing Comment, 6489 Main Street, Gloucester, VA 23061. Any mailed comments must include your name, your magisterial district, and the meeting and item you are commenting on clearly printed at the top and be received by 4:30 p.m. on the day of the meeting. All such comments must be received by the scheduled date of the meeting or public hearing. Please type or print all comments legibly. Comments submitted via this method will be read aloud during the appropriate comment or public hearing period, up to the set time limit (3 minutes).

It is also important to note that in keeping with the format for public meetings, comments may only be submitted once per person for each comment period/public hearing selected. If more than one comment is submitted per selection, only the last comment submission will be read.

*“Form letters,” consisting of communications which are verbatim duplicates (other than the identifying information of the author/submitter) of one or more other communications received by the County pertaining to the matter to be considered at the public hearing or public comment period, shall be read only once per letter, along with the list of persons submitting the same comments pursuant to such “form letter.”*

The following are the revised meeting dates of the Gloucester County Board of Supervisors and each meeting will take place via electronic means: May 5 (regular meeting), May 7 (joint meeting with the Gloucester Planning Commission), May 19 (regular meeting), June 2 (regular meeting), July 7 (regular meeting), August 4 (regular meeting), August 11 (joint meeting with the Gloucester Planning Commission) and September 1 (regular meeting). After this time, or otherwise at an earlier time as may be determined by the Board, the Board’s meeting schedule is expected to continue as normal with in-person meetings. However, this is subject to change. For more information, contact the County Administrator’s office at 804-693-4042 or [county.administrator@gloucesterva.info](mailto:county.administrator@gloucesterva.info).

**# End of Announcement #**