

# Z.C. Case No. 20-07

(Office of Zoning - Text Amendment to Subtitles Y and Z to Extend Validity  
Period of Approvals Due to COVID-19 Pandemic)

June 18, 2020 @ 4:00 p.m.

## INSTRUCTIONS FOR PROVIDING PUBLIC TESTIMONY at the VIRTUAL HEARING

### **BEFORE THE VIRTUAL HEARING:**

**\*\*Participants must sign up to testify at least 24 hours before hearing\*\***

1. Email Donna Hanousek at [Donna.Hanousek@dc.gov](mailto:Donna.Hanousek@dc.gov) or call 202-727-0789 and provide the following required information:
  - a. Full Name
  - b. Application number of case(s) you wish to testify on (i.e., "ZC 20-07")
  - c. Phone number
  - d. Email address
  - e. If you plan on testifying by phone or WebEx
2. If you plan to present any supplemental documentation with your testimony, please submit to the case record in IZIS or via email to [ZCSubmissions@dc.gov](mailto:ZCSubmissions@dc.gov) at least 24 hours prior to the meeting.

### **TO WATCH/LISTEN AND PROVIDE TESTIMONY ON THE DAY OF THE VIRTUAL HEARING:**

**Via the WebEx Application:** (**NOTE:** you can join the meeting 5 minutes prior to start time)

**\*\*Must use Chrome, Internet Explorer, or Mozilla browsers\*\***

1. Click on the URL link provided for the scheduled hearing:  
<https://dcnet.webex.com/dcnet/onstage/g.php?MTID=e7649b125f2f333fe73c868c53d1a6c85>
2. A web page should load, and the right-hand side the page should say "Join Event Now."
3. If the hearing has started, enter the same First name, Last name, and email address that was filled in when signing up per the instructions above. Enter the Event Password provided (if not already auto-filled in), then click "Join Now". **Event Password: DCOZ**  
\*Note: if the hearing has not started yet, you will not be able to join the hearing and the contact fields will be greyed out.
4. On the next screen, if you do not have the WebEx application installed on your device, select "Run a temporary application" on your browser page.
5. The temporary application should download; then click the downloaded file at the bottom of the browser if it does not automatically open.
6. The WebEx application will open and a preview screen will appear. Click "Join Event."
7. As an attendee, you will have "listen-only" capabilities during the WebEx hearing.
8. During the public testimony section of the applicable case, the Chairman will call your name when it is your turn to speak and you will be unmuted.

### **Via Telephone:**

1. Call the WebEx conference phone number for the scheduled hearing using the same phone number that you provided when signing up to testify per the instructions above.

Conference Phone Number: 1-650-479-3208

2. When prompted, enter the Access Code provided with the call-in number and press #.

Access code: 477 239 969 #

3. When asked for Attendee ID number, press # again to access the meeting.
4. As an attendee, you will have “listen-only” capabilities during the WebEx meeting.
5. During the public testimony section of the applicable case, the Chairman will call your name when it is your turn to speak and you will be unmuted.

### **Having Trouble Accessing the Meeting?**

Contact the Office of Zoning staff for assistance:

Email: [itzone@dc.gov](mailto:itzone@dc.gov)

Phone: 202-727-6311