

ARTICLE VI
Meetings

Section 6. Virtual Meetings

A. From time to time, there may be conditions under which having an in-person meeting would be dangerous, impractical, impossible, or illegal. Under such circumstances, the Planning Commission may allow for virtual meeting, subject to the requirements of this section, and as permitted by state statute.

B. **Definition.** A virtual meeting is a meeting conducted via electronic audio and video equipment by the Planning Commission or a committee thereof by with commissioners, staff, applicants, and the public may “attend” using home computers, laptops, cell phones, or other devices. A virtual meeting must meet all regular requirements of an in-person meeting except for the requirement of a physical meeting location and as otherwise modified by this section.

C. **Security.** In order to protect would-be attendees of a virtual meeting from malware and other electronic security risks, all virtual meetings shall be hosted on software approved by PDS Staff in consultation with Metro IT. Any software in use by the Louisville Metro Government shall also be considered presumptively acceptable.

D. **Effect of return to normalcy.** When the circumstances which justify the use of virtual meetings lapse, whether by the Planning Commission revoking its explicit grant of approval for the use of virtual meetings for the given condition or otherwise (such as a state of emergency being concluded), any virtual meetings which had been properly noticed to occur with 14 days of such change in circumstances may proceed to be held as virtual meetings, subject to the other conditions of this section.

E. Outside of conditions described in Section 6, A above, the Planning Commission may conduct a virtual meeting to conduct minor business items not involving a public hearing (ex. Approval of minutes). A physical location will be designated for these meetings for those who are unable to attend virtually. Such meetings shall be subject to the same notification requirements as special meetings (as outlined in Article VI, Section 1, C above).