

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
PUBLIC SPACE COMMITTEE**



November 18, 2020

**Contact: Public Space Committee**  
[public.spacecommittee@dc.gov](mailto:public.spacecommittee@dc.gov)

## **The Public Space Committee Will Host a Virtual December Meeting**

**(Washington, DC)** The District of Columbia Public Space Committee (PSC) will host a virtual Public Space Committee meeting on **Thursday, December 10, 2020, at 9 a.m.**

At the hearing, the PSC will hear cases on its consent and general agendas. Permit applicants scheduled to appear before the PSC in October, November or December will have their applications heard at this meeting.

Please click on the link to see the most up-to-date [PSC agenda](#), which is subject to change. All persons on the agenda are encouraged to be present at the beginning of the meeting, and to have all supporting documents uploaded to the [Transportation Online Permitting System \(TOPS\)](#) no less than 48 hours before the meeting start time (i.e., Tuesday, December 8, at 9 a.m.). Applicants will only be able to present documents that are already uploaded in TOPS.

The supporting documents include all PSC communications, related materials and Advisory Neighborhood Commission (ANC) resolutions, which must be received via the official PSC email at [public.spacecommittee@dc.gov](mailto:public.spacecommittee@dc.gov) by the deadline. All relevant information that is not submitted to this official email will NOT be processed and will NOT be included as part of the official application record in TOPS. New documentation will not be accepted during the hearing.

**Please see the [GoToMeeting Information for the December PSC Hearing](#).**

**December -Virtual Public Space Committee Meeting**  
Thu, Dec 10, 2020, 9 AM - 5 PM (EST)

**Please join my meeting from your computer, tablet or smartphone.**  
<https://global.gotomeeting.com/join/518120365>

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When logging into GoToMeeting, please enter both your first and last name in the first box, i.e. “First Name,” and please enter your tracking number into the second box, i.e. “Last Name.” Your tracking number is your permit application number in TOPS. All participants will be muted and will be unmuted when they need to address the PSC. Members of the public interested in speaking about an application, please follow the directions above to participate. Enter your first and last name in the “First Name” box and the tracking number or address of the application you want to discuss in the “Last Name” box.

**The Day of the Virtual Meeting:**

Be advised that the virtual meeting will be recorded, and it will be made available online within five business days.

Applications will be divided into groups—Group A and Group B.

Morning: Group A—Residential applicants (fixtures and curb cuts). Sidewalk cafes will also be included.  
Afternoon: Group B—Commercial applicants (including fixtures, curb cuts and small cell applications).

Each applicant will be allocated five minutes to present the key points of the application. The PSC staff will email a *standardized PowerPoint template and specific instructions for each applicant to follow* during the day of the meeting. Please ensure that supporting documents are uploaded into TOPS 48 hours before the hearing. A member of the PSC will call applicants when it is time for their applications to be considered by the Committee. During each case, the PSC may have additional questions. Please note, members of the public may have an interest in the application and will have an opportunity to offer their opinions and feedback.

Interested persons or representatives of organizations may be heard as public witnesses at the virtual public hearing. Individuals have three minutes and organizations including Advisory Neighborhood Commissions have five minutes. The PSC also requests that witnesses prepare written testimony and submit it via email to the PSC at [public.spacecommittee@dc.gov](mailto:public.spacecommittee@dc.gov), prior to the meeting. The oral presentation should summarize the most important points of the written testimony.

All individuals, organizations, or associations that intend to testify on any of the cases on the agenda are encouraged to inform the PSC of their intent to testify no less than 48 hours prior to the hearing date on Thursday, December 10 via email at [public.spacecommittee@dc.gov](mailto:public.spacecommittee@dc.gov).

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