



**METROPOLITAN GOVERNMENT  
OF NASHVILLE AND DAVIDSON COUNTY**

Planning Department  
Metro Office Building  
P. O. Box 196300  
800 Second Avenue South  
Nashville, Tennessee 37219-6300

June 4, 2021

Dear Chairman Adkins and Members of the Planning Commission,

As you know, the Metropolitan Planning Commission returned to meeting in person on May 13<sup>th</sup> with options for the public, Councilmembers, and staff to call in and to participate through WebEx. As we continue this transition, after considering guidance from health officials, starting June 10<sup>th</sup> we will return to entirely in person meetings. Commission members, Planning staff, Councilmembers, and the public will need to be physically present to participate in the meetings. There will still be the opportunity to submit comments in writing, however.

Staff will continue to work with the Metro Health Department to meet all current protocols for meetings and gatherings. The following bullet points detail some measures we will be taking at the meeting to help keep Commission members, staff and the public safe.

- The Sonny West Conference Center has socially distanced capacity for 35 members of the public in addition to Commissioners and staff.
- In an effort to provide more predictability and minimize the number of people physically present at a meeting, we will continue to maintain a fixed agenda. This means that if an item is requested to be removed from the Consent Agenda, then that item will be deferred one meeting and removed from the Consent agenda at the next meeting.

As always, I appreciate your service to Nashville, and I look forward to seeing you in person on June 10th. Please let me know if you have any questions or comments prior to the meeting.

Sincerely,

Lucy Kempf  
Executive Director  
Metropolitan Planning Department