



Board of Standards
and Appeals



Teleconference Hearing Guide

for Applicants

1. Tune in to YouTube.

The Board streams its hearing online, which you can watch live at www.youtube.com/user/NYCBSA.

2. Get ready to join.

The Zoom Meeting ID and password are on the Board's website,* hearing agenda, and YouTube description.

3. Wait for your item.

To keep things orderly, do not join the hearing early. Look up the hearing agenda to see where your application is listed,* and wait until your calendar number is called during the public hearing (after review session).

4. Join on Zoom.

During the hearing, after you hear your calendar number, join the Zoom meeting with your team. Video is optional. Remember to connect audio, use your full name, and pause YouTube. You will be placed in a waiting room.

5. Present.

When it is your turn, state your name first. Please keep remarks to ten minutes, and do not speak out of turn.

* Confirm final hearing details the Friday before at www.nyc.gov/bsa or call (212) 386-0009.