

LOWER OXFORD TOWNSHIP  
CHESTER COUNTY, PENNSYLVANIA

RESOLUTION No. 2020-15

**Second Amendment to Resolution No. 2020-11  
Emergency Declaration Continuity Plan  
as Further Amended by Resolution No. 2020-12**

*WHEREAS*, the Board of Supervisors of Lower Oxford Township on April 13, 2020 established an Emergency Declaration Continuity Plan by Resolution No. 2020-11 which was further amended by Resolution No. 2020-12; and

*WHEREAS*, the Governor of the Commonwealth of Pennsylvania has changed the status of Chester County, Pennsylvania to Yellow which allows opening which is more extensive than under the prior status for Chester County; and

*WHEREAS*, the Office of Open Records has issued new guidance concerning Right to Know Requests.

**NOW THEREFORE**, Resolution No. 2020-11 and 2020-12 are amended as follows:

3. Township Activities and Services. Lower Oxford Township Offices shall remain closed to the public except by individual appointment. Township Employees will work within the township building but individuals requesting access to the building must call the township office and set up an appointment to do so.

6. Planning Commission and Zoning Hearing Board. Planning Commission meetings and applications to Zoning Hearing Boards and meetings are now to be held in public subject to the social distancing and limitation of gatherings established by the Governor under the regulations for a Code Yellow status for Chester County.

7. Right to Know Requests. Based upon the guidance established by the Pennsylvania Office of Open Records, Right to Know Requests will now be received by the township. Any individual who seeks examination of records within the township building will be subject to the social distancing and masking requirements currently in place and some additional time may be required in order to facilitate the search of records in order to maintain public safety.

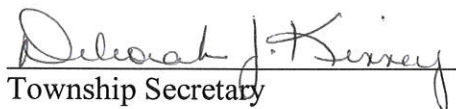
A new paragraph is added to the Continuity Plan:

10. This Continuity Plan specifically authorizes the Board of Supervisors to adopt the provisions of the original Resolution and Continuity Plan or any amendments thereto should circumstances involving the COVID-19 virus emergency situation without action at a public meeting.


**RESOLVED** this 8<sup>th</sup> day of June 2020.

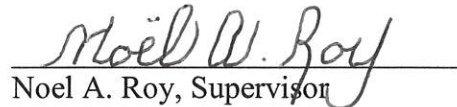
ATTEST:

LOWER OXFORD TOWNSHIP  
BOARD OF SUPERVISORS

  
Township Secretary

  
W. Ronald Keplet, Chairman

  
Kevin Martin, Supervisor

  
Noel A. Roy, Supervisor