



**DINGMAN TOWNSHIP**  
**COVID-19 Continuity of Operations Plan**

UPDATED DECEMBER 11, 2020

EFFECTIVE IMMEDIATELY UNTIL FURTHER NOTICE:

- You are encouraged to communicate with Township staff via telephone and email. There will be NO in-person meetings with staff at the Township Offices. **This includes assistance with completing permit applications.**
- The Township Office will remain fully staffed, but ***the building itself will be closed to the public.*** A drop-box will be available in the vestibule during office hours. Masks MUST be worn and social distancing must be observed.
- Permits will continue to be processed and inspections conducted, but the following will apply:
  - New Permits: Application packets can be mailed to you or the forms can be printed from our website. **Completed** applications can be mailed in with the appropriate fee deposit or can be dropped off.
  - Plan Revisions/Form Corrections: If you received notification that changes are needed to permit forms or plans that have previously been submitted, we encourage those revisions, supplements, and updates to be done via email to the Township Office. Note that some printing charges may apply. Before submitting paperwork electronically, please call the office (570-296-8455) to review the procedures.
  - Please schedule inspections as usual with the Township (zoning, sewage, well) or Code Inspections (building), but we retain the right to delay the inspection if you or a family member are ill and the inspection requires us to enter your home.
- Limited in-person attendance at public meetings and Hearings is hereby suspended. Public participation will be done remotely via Zoom. Meeting links will be posted on the Township website at least 24 hours in advance.
- The trails at the Bridge Nature Preserve on Twin Lakes Road will remain open, weather permitting.

The Board of Supervisors will continue to monitor the COVID-19 situation, recommendations, and directives, and will make adjustments as needed. All updates will be posted on the Township website – [dingmantownship.org](http://dingmantownship.org).

We apologize for any inconvenience, but together we can help minimize the effects of this pandemic.

Sincerely,

DINGMAN TOWNSHIP BOARD

OF SUPERVISORS

**PUBLIC HEARING POLICY**  
**DURING COVID-19 EMERGENCY DECLARATION**

EFFECTIVE DECEMBER 11, 2020, ALL IN-PERSON ATTENDANCE IS HEREBY SUSPENDED UNTIL  
FURTHER NOTICE. APPLICANTS ARE ENCOURAGED TO REQUEST A CONTINUANCE.

As long as the current health emergency remains in effect, access to any Public Hearings in person shall be limited. First preference shall be given to Township Officials and staff. The next preference shall be for the parties to the Hearing and their professional staff. Any members of the public wishing to attend any Public Hearing must give notice to the Township staff at least two (2) days before the Hearing. If the public desiring to attend exceed the space limitations imposed by COVID-19 Orders and Policy, the Hearing shall be continued to a new date and location.