

Granting of Exceptions to Board Policies

Scope

1. Board policies are developed and approved after careful and detailed deliberation of the Board of Supervisors (BOS).
2. If an exception to a Board policy is requested, a procedure is in place to consider the exception request.
3. Sometimes, multiple exception requests made regarding a Policy are indicative that the policy itself may need to be revised. Under such circumstances, the Board will additionally consider policy revision.

Procedure

1. Exceptions to Board policies may be made only by the affirmative vote of the majority of all Supervisors (*i.e.*, three or more affirmative votes), occurring at a public Board of Supervisor (BOS) meeting.
2. The individual or entity who is requesting the exception shall submit the exception request, in writing, to the Township Manager. The written policy exception request shall provide the following: (i) the date; (ii) the requester's name; (iii) the requester's address; (iv) the policy number for which the exception is requested; (v) the proposed change to the policy; and (vi) a telephone and/or e-mail address for the requester.
3. The Township Manager shall promptly forward the written policy exception request to the Board Chair and Township Policy Committee Members.
4. The Policy Committee shall make a recommendation to the BOS as to the exception requested. The exception request shall thereafter be placed on the agenda of an upcoming BOS public meeting, and the exception request shall be considered at the BOS public meeting.
5. Thereafter, the requester shall be notified by the Township Manager (or designee) as to the disposition of the BOS' vote on the exception request.

Date Adopted:

Date Revised: May 03, 2021

Date Reviewed: April 10, 2021