

ORDINANCE NO. 119-2006

AN ORDINANCE OF THE TOWNSHIP OF CENTRE, BERKS COUNTY, PENNSYLVANIA, AMENDING THE SUBDIVISION AND LAND DEVELOPMENT ORDINANCE OF THE TOWNSHIP OF CENTRE, AS AMENDED, TO ESTABLISH REGULATIONS FOR PROVIDING PARK AND RECREATION LAND WITH ALL SUBDIVISIONS AND LAND DEVELOPMENTS OR A FEE IN LIEU OF DEDICATION OF SUCH PARK AND RECREATION LAND

BE IT ENACTED AND ORDAINED, by the Board of Supervisors of the Township of Centre, Berks County, Pennsylvania (the "Township"), and it is hereby ENACTED AND ORDAINED by the authority of the same as follows:

SECTION 1. Section 5.21, entitled "Prime Open Space and Recreation", of Chapter 5, entitled "Required Improvements and Design Standards", of the Township of Centre Subdivision and Land Development Ordinance is hereby amended and restated in its entirety as follows:

"Section 5.21. Prime Open Space and Recreation.

5.21.A. Pursuant to Section 503 (11) of the Pennsylvania Municipalities Planning Code, the Board of Supervisors of Centre Township has adopted a Recreation, Parks & Open Space Plan. To implement this plan, all residential subdivisions and land developments shall be provided with park and recreation land, which shall be dedicated to the Township. The subdivider or developer may request that the Township not require the dedication of land, and any such request shall be accompanied by an offer to pay a fee in lieu of dedication of land, computed in accordance with the regulations provided herein, an offer to construct recreational facilities and/or an offer to privately reserve land for park or recreation purposes.

5.21.B. Residential subdivisions or land developments proposing two (2) lots or dwelling units (a residue lot will be considered one of the two lots) are exempt from the provisions of Section 5.21.A. However, if exempt lots are later subdivided, and the total number of lots derived from the original parcel of land as existed on the date of adoption of the amendment to this Ordinance containing this section 5.21, is three (3) or more, the provisions of Section 5.21.A. will apply as though the original tract of land was divided simultaneously and the obligation shall be imposed upon the latter lot(s).

5.21.C. A minimum of six-one hundredths (0.06) acre of land shall be reserved for park and/or recreation purposes for each residential lot created for a single family dwelling in a subdivision or land development. A minimum of six-one hundredths (0.06) acre of land shall be reserved for park and/or recreation purposes for each dwelling unit created in a land development contemplating multi-family dwellings. Additionally, improvements to these land areas shall be based upon a minimum of \$250 per dwelling unit proposed, such improvements will be subject to approval by the Township Recreation Board and the Board of Supervisors.

5.21.D. If a fee in lieu of dedication of land is proposed by the subdivider or developer, the fee shall be based on the fair market value of the land required to be dedicated under subsection 5.21.C. above or two thousand dollars (\$2,000.00) per lot or unit, whichever is greater. Payment of all such fees shall be a condition of final plan approval and no plan shall be signed by the Board of Supervisors until such fees are paid, unless the subdivider or developer and the Board of Supervisors agree otherwise in writing. The subdivider or developer shall provide the Board of Supervisors with all the information necessary to determine the fair market value of the whole tract being developed, including, but not limited to, a copy of the agreement of sale if the subdivider or developer has purchased the land within the past two (2) years, or an appraisal of the whole tract being developed conducted by a MAI appraiser acceptable to the Township. The fair market value of one (1) acre shall be computed by dividing the total price for the tract being developed by the number of acres within the tract. The amount to be paid shall be calculated according to the formula: $N \times \text{FMV} = \text{Fee}$, where the value of N shall be determined by multiplying the number of lots or dwelling units by 0.06 and FMV is the fair market value of one (1) acre.

5.21.E. All proposals involving the dedication of land, payment of fees in lieu of dedication, offers to construct recreational facilities, and/or offers to privately reserve land for park and/or recreation purposes, shall be submitted to the Centre Township Recreation Board for review and comment. As soon as is reasonably possible after receipt of such a proposal by the Township Planning Commission, that Commission shall forward the proposal and any comments or recommendations regarding the proposal to the Centre Township Recreation Board for its review and comment. The Recreation Board shall have 60 days from the receipt of the proposal from the Planning Commission to provide written comments thereon, which shall be forwarded to both the Township Planning Commission and the Township Board of Supervisors.

5.21.F. The subdivider or developer shall enter into a written agreement with the Township setting forth the fees to be paid, the facilities to be constructed, or the

land to be dedicated. All such agreements shall be provided prior to final approval of the plan and shall be satisfactory to the Board of Supervisors.

5.21.G. Where the contribution of fees in lieu of Prime Open Space has been approved by the Board of Supervisors, said fees shall be invested and used for any purpose identified within the Township Recreation, Parks & Open Space Plan and the provisions of the Pennsylvania Municipalities Planning Code.

5.21.H. Where the construction of recreational facilities in lieu of setting aside Prime Open Space has been approved by the Board of Supervisors, said construction shall be in accordance with the Township Recreation, Parks & Open Space Plan and the provisions of the Pennsylvania Municipalities Planning Code. All facilities constructed pursuant to this section, shall be constructed in accordance with current standards established by the National Park Association and, where possible, the Americans with Disabilities Act of 1990, as amended. Playground equipment shall be in compliance with Consumer Product Safety guidelines. Such facilities shall be completed prior to final plan approval or an improvements security shall be deposited with the Township in accordance with the Pennsylvania Municipalities Planning Code and this ordinance. The value of construction to be contributed shall be not less than the amount of monetary contribution that would be required by Section 5.21.D.

5.21.I. All Prime Open Space shall be contiguous, and the Prime Open Space shall be accessible to all lots or units within the development without having to walk in streets (excluding street crosswalks). In all cases, the location and configuration, within the guidelines set forth herein, shall be subject to review and approval by the Township Board of Supervisors. At least 90% of the Prime Open Space shall not have any of the following, unless specifically approved by the Township Board of Supervisors as an integral part of an open space or recreational facility: flood plains, wetlands, slopes in excess of 8%, stormwater management facilities, road or public utility rights-of-ways or easements, or surface waters.

5.21.J. When the Prime Open Space land required to be dedicated is less than ten (10) acres in size, the Prime Open Space land shall be located in a suitable place on the periphery of the subdivision or land development so a more usable tract will result when additional Prime Open Space is obtained upon development of the adjacent land. The location shall be subject to review and approval by the Township Board of Supervisors.

5.21.K. When public Prime Open Space land exists adjacent to the tract to be subdivided or developed, the Prime Open Space land shall be located to adjoin and enlarge the presently existing Prime Open Space land. The configuration of such land shall be subject to review and approval by the Township Board of Supervisors.

5.21.L. Prime Open Space land shall be accessible to utilities, such as sewer, water, and power that are provided within the subdivision or land development, and if requested by the Township, the subdivider or developer shall extend such utilities to Prime Open Space land. However, nothing in this provision shall require the Township to accept a dedication of utilities.

5.21.M. Trails and linear parks may be developed and dedicated for public use and may be credited towards the park and open space land requirements provided that such trails and linear parks are approved by the Township Board of Supervisors and also meet the following minimum standards:

1. Dedications of land shall be a minimum width of fifty feet (50'), and if to be dedicated to Centre Township, must be approved by the Centre Township Board of Supervisors;

2. The trail or linear park shall conform to the Centre Township Recreation, Parks & Open Space Plan, any Berks County wide trail and recreation master plan and appropriate Centre Township and county comprehensive plans;

3. The minimum right of way with an easement containing a trail which crosses private land shall be ten feet (10'). Easements may be dedicated to Centre Berks, Berks County, or other organizations which, in the judgment of the Centre Township Board of Supervisors, is appropriate. However, nothing in this provision shall require the Township to accept a dedication of a right of way. In all cases, such easements must provide for public use at all reasonable times;

4. Trails shall have a vertical clearance of no less than ten feet (10'); and

5. The width of the trail service may vary depending on the type of use to be accommodated, but in no case shall width be less than five feet (5').

5.21.N. Waiver requests from any portion or subsection of Section 5.21 shall be subject to review and approval or denial by the Township Recreation Board."

SECTION 2. If any sentence, clause, section, article or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, causes, sections articles or parts of this Ordinance. It is hereby declared as the intent of the Township Board of Supervisors that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section, article or part thereof not been

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included herein.

SECTION 3. All ordinances or parts of ordinances of this Township which are inconsistent herewith are hereby repealed.

SECTION 4. This Ordinance shall become effective in accordance with the law.

ENACTED AND ORDAINED this 8 of may, 2006.

BOARD OF SUPERVISORS
TOWNSHIP OF CENTRE

Attest: George Smith

Rev 06-2006

RECREATION, PARKS & OPEN SPACE PLAN

FOR

CENTRE TOWNSHIP

BERKS COUNTY, PENNSYLVANIA

MARCH 2006

PREPARED BY

**FISHER ENGINEERING, INC.
901 DAWN AVENUE
EPHRATA, PA 17522**

CENTRE TOWNSHIP

BERKS COUNTY

RECREATION, PARKS & OPEN SPACE PLAN

March 2006

BOARD OF SUPERVISORS

Barry Good, Chairman

Ed Leh

CENTRE TOWNSHIP RECREATION BOARD

Alfonso Rossi
Tod Witman
Geoff Miller
Mike Braucher

Prepared By:

**Fisher Engineering, Inc.
901 Dawn Avenue
Ephrata, Pennsylvania 17522**

1. INTRODUCTION AND BACKGROUND

The Centre Township Recreation Board has been authorized by the Township Board of Supervisors to prepare this Recreation, Parks and Open Space Plan with its primary purpose being to guide development of park and recreation lands within Centre Township through the planning of future recreational areas and the enactment of appropriate ordinance requirements. By the adoption of an official Recreation, Parks & Open Space Plan, Centre Township will have the authority to acquire and provide for additional land and facilities as the population grows.

The following background information is based upon information contained within the Centre Township & Centerport Borough Joint Comprehensive Plan of 1997, as prepared by Norman Day Associates.

DEMOGRAPHIC ANALYSIS

In order to prepare and follow guidelines for future open space and recreational land use development, it is crucial to have an understanding of Centre Township's population as well as its population characteristics.

This section includes historical data as well as current information. This information will be used in forming and evaluating strategies to implement the Township's goals and objectives, and will be used to more efficiently allocate the resources identified in the Background Analysis. Additionally, this information can be used to provide objective support for open space and recreation goals, and ensure that policies are rationally related to needs.

POPULATION CHARACTERISTICS

Demographic profiles help us determine the character and needs of the community. Two critical elements that are useful in assessing the Township's future open space and recreation needs are population (more people require more facilities) and age distribution (different age groups require different recreational facilities).

POPULATION TRENDS

According to the U.S. Bureau of Census data, the Township experienced double-digit population increases over the last three decades, and preliminary estimates would indicate this will continue through the current decade, likely consistent with the rate of the 1990's, but significantly lower than the rate experienced in the 1980's.

Historic Population, 1970 – 2004

Centre Township

Year	Population	Number Change	Percent Change
1970	1,830		
1980	2,329	499	27.3
1990	3,154	825	35.4
2000	3,631	477	15.1
2004	3,916	285	7.8

Source: U.S. Census of Population

AGE GROUPINGS

A review of the age characteristics of the Township (reference table herein from the US Census Bureau) indicates that the percentage of those under age 25 has dropped from 37% in the 1990's to 32% in the last decade. While the next age group (25 – 44) has remained fairly

consistent around 30%, the 45 – 64 group has increased significantly to approximately 27%. Based on this population distribution, it will be important for Centre Township to offer recreational opportunities that cover a broad spectrum of activities – from the more active to the more passive - to meet the needs of all age groups.

	1980 Percent	1990 Percent	2000 Count	2000 Percent
Under 5 years	4.5	6.7	207	5.7
5 to 9 years	20.3 (based on previous range of age 5 - 17)	18.3 (based on previous range of age 5 - 17)	253	7.0
10 to 14 years			259	7.1
15 to 19 years			260	7.2
20 to 24 years	11.4 (based on previous range of 18-24)	12.0 (based on previous range of 18-24)	182	5.0
25 to 34 years	25.6	30.6	448	12.3
35 to 44 years			670	18.5
45 to 54 years	21.5	19.4	615	16.9
55 to 59 years			206	5.7
60 to 64 years			145	4.0
65 to 74 years	9.3	7.7	226	6.2
75 to 84 years	7.3	5.3	149	4.1
85 years and over			11	0.3

POPULATION PROJECTIONS

It is important to understand that no population projection can accurately forecast all of the factors that might cause a particular rate of growth. Based upon historical trends, specifically the rates experienced in the first half of this decade - during which it is important to note that the Township both constructed a new sewage collection and treatment system and implemented agricultural protection regulations throughout a large portion of the Township – it

can be reasonably assumed that the projected population for the year 2020 would be approximately 5,100, with the age distribution likely continuing a slightly upward trend. It should be noted, however, that should higher density development occur within the existing sewer service areas, the age distribution may shift to the lower age groups. So for purposes of this plan, an age distribution similar to what currently exists – i.e. roughly equal distribution between the younger, under age 24 group, the middle age 25-44 group, and the older 45 and up group – will be assumed.

Since later calculations will be utilizing the general guideline of approximately 7 - 11 acres per 1,000 population, the potential impact due to incorrect projections will be minimal. However, as further census data becomes available in the future, this plan should be reviewed and revised as necessary.

OPEN SPACE, PARKS AND RECREATION

People tend to interchange the terms open space, parks, and recreation. Provided here are definitions of these three terms that are used throughout this Plan.

OPEN SPACE

In the broadest terms, open space is all undeveloped areas of the Township. This can include areas such as agricultural land, woodlands, stream valleys, public parks, golf courses, and tree nurseries.

PARKS

Public parks come in all sizes, from ½-acre tot lots to 1,000-acre state parks. Parks are places where people go to pursue leisure activities and can include passive or active settings.

Typically, in Central Pennsylvania, county and state parks provide passive recreational experiences and include hiking trails, picnic areas, and camping facilities. Local municipalities provide smaller parks, closer to home, and with more emphasis on active facilities such as fields, courts, and play areas.

RECREATION

Recreation is activity that residents do at parks and community facilities. This activity can also be active or passive in nature. Active recreation tends to be associated with specific facilities and group-oriented such as baseball or tennis. Public recreation is an activity sponsored by a public agency such as a municipality or school district.

Traditionally, there are four levels of government (local, county, state and federal) that strive to meet open space and recreation needs. Also, public schools and private agencies play important roles. In theory, if each agency assumes its appropriate role, the needs of Centre Township residents would be met without duplicating services.

Limited active recreational facilities, either public or private, are currently available to Centre Township residents. Facilities that are associated with the Mohrsville Playground Association, which consist of primarily baseball fields, are the only that currently exist, and this facility is not owned or operated by the Township. Centerport Borough is in the process of developing a 3 acre recreation area, and there are basketball courts located at the Borough Office property.

2. ANALYSIS AND NEEDS EVALUATION

In order to implement the portion of the Comprehensive Plan related to Recreation, Parks and Open Space, as stated below, the anticipated needs of the Township must be estimated and the areas of need must be identified.

FROM THE CENTRE TOWNSHIP & CENTERPORT BOROUGH

JOINT COMPREHENSIVE PLAN of 1997:

Parks and Recreation Facilities

According to the National Recreation and Park Association (NRPA), municipalities should be provided with three types of parks -- playlots, neighborhood parks, and community parks -- in the following ranges:

<u>Type of Park</u> <u>Population</u>	<u>Acreage</u> <u>Range</u> <u>per</u> <u>1.000</u>
Playlot	1
Neighborhood Park	1 - 2
Community Park	<u>5 - 8</u>
TOTAL	7 - 11

For a 2016 Joint Area population of 5,200 to 5,400 (see Section 3 of this chapter and Chapter 2, Section 6), some 35 to 60 acres of parkland would be required, according to the NRP A standards. For the Joint Area, however, the NRPA standards may be less applicable than for a more heavily urbanized community. (The 1994 Berks County Open Space and Recreation Plan notes some of the factors that support this premise.) As well, if new residential developments are constructed over the planning period according to cluster design principles, many of the playlot and neighborhood park needs will be able to be met at the level of individual developments, and will not constitute a direct responsibility of governmental units or community organizations.

Nonetheless, with the present inventory of Joint Area park and recreation areas totaling less than ten acres, it is clear that more acreage will be required for these uses over the planning period. As a start, part of the sixteen acres Centre Township owns at Bucks Hill Road and Centerport Road should be developed as parkland. Additional areas designated by the Growth Management Plan for the creation of parks and public open space to serve the growing population of the Joint Area

include:

- *Expansion of the existing open space area comprising a portion of the Central Berks Fire Company property by extension to the south and east, thereby creating a substantial open space area within the Borough of Centerport;*
- *Creation of new park areas along the Schuylkill River to the north and to the south of the Dauberville Bridge, with a westward extension to include the Dauberville Dam on Irish Creek and former impoundment area upstream from the dam;*
- *Creation of new park areas along the Schuylkill River to the north and to the south of the Mohrsville Bridge, with a westward extension at the north end to include the creek floodplain, leading to the Mohrsville Athletic and Playground Association open space area.*

These locations are well-matched with the projected population concentrations for the Joint Area in, around, and near to the Borough of Centerport and the villages of Dauberville and Mohrsville.

The aforementioned sites may become available for park and recreation use through several means:

1. *Outright purchase by a unit of government or by a private, not-for-profit organization among whose purposes is the conservation of open space land and/or operation of park and recreation facilities;*
2. *Dedication of property to the Township or Borough through the land development process;*
3. *Acquisition of an easement for open space and/or park and recreation uses by a unit of government or by a private, not-for-profit organization among whose purposes is the conservation of open space land and/or operation of park and recreation facilities; or*
4. *Donation of property or easements to a unit of government or to a private, not-for-profit organization among whose purposes is the conservation of open space land and/or operation of park and recreation facilities.*

Funds for municipal purchase of sites for recreational purposes or easements for recreational use can come from the mandatory "fee-in-lieu" provisions that Centre Township already has in place and that Centerport Borough should adopt as well. As enabled by the Pennsylvania Municipalities Planning Code, municipalities may require developers to either contribute land for recreational purposes or pay a fee representing the proportionate costs of a municipality to provide recreation facilities

and/or improvements. In 1996, Centre Township adopted provisions requiring a contribution of \$ 500.00 per residential unit from land developers for recreational purposes.

The utility of the land development process to gain usable open space for the community as a whole should not be ignored. As presented in Sections 3 and 5 of this chapter, the cluster form of residential development within the designated growth area has several potential public benefits, including making land available for community park and recreation purposes. Particularly with respect to the prospective expansion of the existing open space area comprising a portion of the Central Berks Fire Company property, creation of permanent open space lands through the land development process and the dedication of such lands to Centerport Borough may be the most efficient and cost-effective means of gaining additional community parkland.

Another source of funds, this time for recreational facility development, is Recreational Improvement and Rehabilitation Act Program (RIRA) grants, allocated to municipalities by the Commonwealth of Pennsylvania, usually with county involvement.

It is important to note the interest of the Schuylkill River Greenway Association in open space preservation and parkland creation along the Schuylkill River. The Greenway Association should be encouraged to acquire or gain easements over areas designated in the Land Use Plan for Parks and Environmental Protection Areas & Significant Buffers along the river and, in consultation and cooperation with Centre Township, Centerport Borough, Berks County, the Mohrsville Athletic and Playground Association, and other affected groups, to develop the Parks-designated areas.

When projecting future demands for recreational facilities and programs, it is necessary to consider not only existing circumstances but also evolving demographic changes, land use forecasts, and broad cultural trends as well. While population growth and new residential development imply increased demands for recreational facilities, population shifts toward older age groups suggest the need for a greater variety of indoor and outdoor recreational opportunities, and the increased number of women's sports teams, in response to a general societal shift, places additional demands on community and school facilities. Multiple-use facilities and shared-use, community-oriented buildings and sites should be pursued as a cost-effective way to maximize recreational opportunities in the Joint Area.

Before proceeding much further toward any kind of parkland acquisition and/or development, the Township and Borough should survey resident recreational preferences. Through this process the kinds of facilities actually needed in the Joint Area may be identified. For example, while there is likely some interest in additional sports fields, municipal and county recreational preference surveys often reveal the most preferred types of recreational facilities for residents to be things like "hiking,

biking, jogging, and equestrian trails" and "open space/natural habitats." Were a Joint Area recreational preference survey to demonstrate such a selection locally, then opportunities for hiking/biking as well as nature appreciation would need to be provided as sites for recreation became available.

GOALS USED TO DEVELOP THE COMMUNITY FACILITIES PLAN

NEEDS DETERMINATION

In order to determine the estimated needs, most municipalities base their park and recreational standards on guidelines established by the National Recreation and Park Association (NRPA). In 1995 the NRPA published a report entitled Park, Recreation, Open Space and Greenway Guidelines. The following is a summary of types relevant to Centre Township as discussed in this report:

PARK TYPES AND DESCRIPTIONS:

Mini-Park : The smallest park classification, used to address limited or isolated recreational needs.

Neighborhood Park: Basic unit of the park system, serving as the recreational and social focus of the neighborhood, accommodating a wide variety of age and user groups. Includes both active and passive recreation activities geared specifically for those living within the service area.

Community Park: Larger in size and serve a broader purpose than neighborhood parks. Their focus is on meeting the recreational needs of several neighborhoods or large sections of the community, as well as preserving unique landscapes and open spaces. May provide for more

recreational opportunities than available at neighborhood parks, and should include both passive and active recreation activities.

There are several other park types and classifications (e.g. sports complex, special use park, urban park, etc.) which generally will not apply to a rural municipality such as Centre Township. Again, the needs of the Township should be reviewed on a regular basis in order to determine the applicability of these other park classifications from time to time.

NRPA GUIDELINES

Park Type	Service Area Radius (miles)	Desirable Size (Acres)	Acres/1000 Pop Served
Mini-Park	0.25	0.25 - 1 (up to 5 acceptable)	0.50
Neighborhood	0.5	5 - 15	2
Community	3	15 - 50	8

It is important to remember that the above guidelines are just that – guidelines – and should be utilized for developing overall strategies for implementation of the Plan. The above table indicates that up to approximately 11 acres per 1,000 population would be required for the park types presented. **Therefore, for the sake of this report and the preparation of initial acreage needs, 10 acres per 1,000 population will be utilized for the above park types.** Specific circumstances will likely warrant modifications to these guidelines as the Plan is implemented.

Consideration must also be given to the rural nature of the Township, especially when evaluating the needs for mini-parks. These types of parks are a more valuable resource when located in more urbanized areas where dense residential development limits home site recreational opportunities typically associated with the mini-parks. For instance, if a residential development contains lots ¼ acre in size or larger (i.e. the size of a mini-park), the need for a mini-park is significantly diminished, as the typical mini-park facilities (e.g. swing sets and other tot-lot items) will most likely be provided at the home site. Additionally, numerous mini-parks can become a maintenance, financial and security burden to many rural municipalities with limited full-time staff and resources.

Therefore, based on population projections previously discussed, the overall needs through the design year of 2020 are approximately 50 acres for Community and Neighborhood Parks (10 acres/ 1,000 pop X 5,100 pop).

Again, since the Township currently has none of the above public owned facilities, other facilities will not be evaluated in detail for this plan.

AREAS OF NEEDS DETERMINATION

In order to determine the areas where recreational needs currently exist or will exist in the future, an analysis of the current and future land uses of the Township must be made. Utilizing the background information and general planning guidance presented earlier in this plan, and applying that information to the land use of the Township, should provide very good direction with regard to the location of the needs areas. The Comprehensive Plan along with recently adopted Zoning regulations provides valuable information regarding current and future land uses within the Township.

Based upon this information, there are generally 3 distinct areas of the Township where residential populations are more concentrated, and where this concentration is proposed to continue into the future – and therefore where additional recreational land should be located..

These areas include the area of the Township immediately surrounding the Borough of Centerport, the area in the vicinity of the village of Mohrsville, and the area in the vicinity of the village of Dauberville.

As previously stated, the Centerport area currently has a 3 acre recreation area which is in the process of being developed. This area will include “tot-lot” type of facilities, a “ball-field” area, and a walking trail. This facility is owned and operated by the Borough of Centerport. Additionally, there is a basketball court on the adjacent Borough hall property.

Also, the Mohrsville playground is currently located in the village of Mohrsville. As mentioned, this facility is owned and operated by the Mohrsville Playground Association.

The Township currently owns a 16 acre property, which is centrally located within the Township, and is currently undeveloped for any recreational uses. This area is just a few minutes drive from the three population areas described above.

Based upon the analyses and considerations presented within this plan, it has been determined that, with regard to possibility of future land acquisition for recreational facilities, approximately 5 acres should be available for each of the three population concentration areas for Neighborhood Parks (i.e. if and when possible, additional acreage should be added to the existing recreation facilities in Centerport and Mohrsville), and the remainder (35 acres) should be available for a centralized Community Park, preferably connected to the existing 16 acre recreation land.

It is also the determination of this plan, however, that the existing recreation lands within the Township (and the Borough) be fully developed prior to the acquisition of

additional lands, and that any fees collected be utilized for the development of the existing recreation lands before any fees would be utilized for the acquisition of additional land.

Based upon resident input and the work of the Recreation Board over the past several years, recommendations have been provided regarding the types of improvements required for the Community Park to serve the needs of the residents. A concept plan has been prepared and is included herein, which shows basketball and volleyball courts, multi-purpose baseball/soccer fields, a tot-lot area, pavilions and picnic areas, a perimeter walking trail, and a possible swimming pool. The costs to fully implement the development of this community park area are estimated to be in excess of \$500,000. It is believed that these various recreation types will greatly enhance the Township's ability to meet the full range of activities that its diverse population desires.

3. METHOD OF ACHIEVEMENT - IMPLEMENTATION

In order to achieve the goals outlined herein to meet the Township's present and future recreational and open space needs, several steps must be taken. The continual review and re-evaluation of specific recreational components to be included within the various facilities will be the primary focus of the Recreation Board. At this stage, as stated previously, the Township has already acquired a significant parcel of land, and the Recreation Board has made recommendations regarding how this parcel should be developed for recreational purposes. Therefore, the most critical component of implementation and achievement for the development of the existing recreation area and for the acquisition of additional land in the future is the Township's Subdivision and Land Development Ordinance (SALDO). The Pennsylvania Municipalities Planning Code (MPC), which governs the content of municipal

land development related ordinances, specifically allows for the SALDO to include provisions for open space and recreation considerations when new development occurs.

MUNICIPALITIES PLANNING CODE PROVISIONS

From the MPC, SALDO's may include...

“(11) Provisions requiring the public dedication of land suitable for the use intended; and, upon agreement with the applicant or developer, the construction of recreational facilities, the payment of fees in lieu thereof, the private reservation of the land, or a combination, for park or recreation purposes as a condition precedent to final plan approval, provided that:

(i) The provisions of this paragraph shall not apply to any plan application, whether preliminary or final, pending at the time of enactment of such provisions.

(ii) The ordinance includes definite standards for determining the proportion of a development to be dedicated and the amount of any fee to be paid in lieu thereof.

(iii) The land or fees, or combination thereof, are to be used only for the purpose of providing park or recreational facilities accessible to the development.

(iv) The governing body has a formally adopted recreation plan, and the park and recreational facilities are in accordance with definite principles and standards contained in the subdivision and land development ordinance.

(v) The amount and location of land to be dedicated or the fees to be paid shall bear a reasonable relationship to the use of the park and recreational facilities by future inhabitants of the development or subdivision.

(vi) A fee authorized under this subsection shall, upon its receipt by a municipality, be deposited in an interest-bearing account, clearly identifying the specific recreation facilities for which the fee was received. Interest earned on such accounts shall become funds of that account. Funds from such accounts shall be expended only in properly allocable portions of the cost incurred to construct the specific recreation facilities for which the funds were collected.

(vii) Upon request of any person who paid any fee under this subsection, the municipality shall refund such fee, plus interest accumulated thereon from the date of payment, if the municipality had failed to utilize the fee paid for the purposes set forth in this section within three years from the date such fee was paid.

(viii) No municipality shall have the power to require the construction of recreational facilities or the dedication of land, or fees in lieu thereof, or private reservation except as may be provided by statute.”

Of utmost importance is that the Township update the SALDO to reflect revisions and updates made to the Township’s Park and Recreation plan. Therefore, upon completion and adoption of this revision and update to the Park and Recreation plan, the SALDO should be amended.

SALDO CONSIDERATIONS

Land Dedication

The values used for the amount of land to be dedicated per dwelling unit vary widely throughout the region, ranging from approximately 0.03 acre to 0.09 acre in area municipalities. Because of the very limited amount of municipal park and recreation areas, it is the

recommendation of this plan that the value be 0.06 acres of land per dwelling unit developed. This would yield 6 acres of open space and park land for a 100 unit development – a development which, in mostly rural Centre Township, would be considered a very significant residential development. This value should be reviewed from time to time to determine whether or not it is adequate as development patterns progress and change in the future.

The type of land to be dedicated, as stated in the MPC, should be suitable for the purpose intended. As discussed previously in this plan, areas such as wetlands, steep slopes, floodplains, stormwater management facilities, etc. should be largely excluded from the areas to be considered for dedication, and should be so outlined in the SALDO.

Fees In Lieu of Land Dedication

As an alternative to the dedication of land and recreation facilities, fees may be paid in lieu of such dedication. When this method of addressing the open space and recreation needs is utilized, the fee should be based on the value of the land and facilities that would otherwise be required to be dedicated. Since the land to be dedicated should be of equal, or at least similar, value as that of the actual lots or land being developed, the appraised value of the land or lots being developed could then be multiplied by the amount of land that would be required to be dedicated to determine the fees to be paid. For example, if the developed land values would be determined to be \$30,000 per acre, and the per-dwelling unit area value would be 0.06, the fees per lot would then be $\$30,000 \times 0.06 = \$1,800$. Additionally, assuming an estimated cost of \$500,000 necessary for the improvements to the community park, and dividing these costs over the anticipated 2020 population of 5,100 yields approximately \$100 per capita cost. Utilizing the census data for average household size of 2.67, this would result in a cost of \$267 per household. Combining the two figures above would yield a fee-in-lieu-of cost of \$2,067 per

dwelling unit **(for simplicity, a rounded figure of \$2,000 will be utilized for purposes of this report).**

In order to meet the requirements of the MPC, fees collected within the reasonable service area of each of the recreation area facilities should be restricted to use within those districts. For the purposes of this section, it has been determined that fees collected from developments located throughout the entire Township may be utilized for the central Community Park purposes, since this park is centrally located within the Township and it would have facilities that would be suitable for all residents of the Township. Generally, fees to be used for the Centerport area should come from development occurring adjacent to the Borough (and there should be coordination and cooperation for improvements to the Borough-owned facilities when the opportunity arises), and fees to be used for the villages should be used for publicly owned facilities in those vicinities (the Township may take into future consideration coordinating such improvements with the Mohrsville Playground Association).

Variations and Combinations

The MPC clearly provides for various combinations of fees, land dedication, improvements, etc. by mutual agreement of the municipality and the developer. Depending on specific circumstances, such as subdivision or land development location, number of lots, type of development, etc., such variations and combinations may be beneficial to all parties involved. This option should always be considered with every application for a subdivision or land development that is submitted.

Suggested SALDO Amendment Content

SECTION 5.21 PRIME OPEN SPACE AND RECREATION

5.21.A. Pursuant to Section 503 (11) of the Pennsylvania Municipalities Planning Code, the Board of Supervisors of Centre Township has adopted a Recreation, Parks & Open Space Plan. To implement this plan, all residential subdivisions and land developments shall be provided with park and recreation land, which shall be dedicated to the Township. The subdivider or developer may request that the Township not require the dedication of land, and any such request shall be accompanied by an offer to pay a fee in lieu of dedication of land, computed in accordance with the regulations provided herein, an offer to construct recreational facilities and/or an offer to privately reserve land for park or recreation purposes.

5.21.B. Residential subdivisions or land developments proposing two (2) lots or dwelling units (a residue lot will be considered one of the two lots) are exempt from the provisions of Section 5.21.A. However, if exempt lots are later subdivided, and the total number of lots derived from the original parcel of land as existed on the date of adoption of the amendment to this Ordinance containing this section 5.21, is three (3) or more, the provisions of Section 5.21.A. will apply as though the original tract of land was divided simultaneously and the obligation shall be imposed upon the latter lot(s).

5.21.C. A minimum of six-one hundredths (0.06) acre of land shall be reserved for park and/or recreation purposes for each residential lot created for a single family dwelling in a subdivision or land development. A minimum of six-one hundredths (0.06) acre of land shall be reserved for park and/or recreation purposes for each dwelling unit created in a land development contemplating multi-family dwellings. Additionally, improvements to these land areas shall be based upon a minimum of \$250 per dwelling unit proposed, such

improvements will be subject to approval by the Township Recreation Board and the Board of Supervisors.

5.21.D. If a fee in lieu of dedication of land is proposed by the subdivider or developer, the fee shall be based on the fair market value of the land required to be dedicated under subsection 5.21.C. above or two thousand dollars (\$2,000.00) per lot or unit, whichever is greater. Payment of all such fees shall be a condition of final plan approval and no plan shall be signed by the Board of Supervisors until such fees are paid, unless the subdivider or developer and the Board of Supervisors agree otherwise in writing. The subdivider or developer shall provide the Board of Supervisors with all the information necessary to determine the fair market value of the whole tract being developed, including, but not limited to, a copy of the agreement of sale if the subdivider or developer has purchased the land within the past two (2) years, or an appraisal of the whole tract being developed conducted by a MAI appraiser acceptable to the Township. The fair market value of one (1) acre shall be computed by dividing the total price for the tract being developed by the number of acres within the tract. The amount to be paid shall be calculated according to the formula: $N \times \text{FMV} = \text{Fee}$, where the value of N shall be determined by multiplying the number of lots or dwelling units by 0.06 and FMV is the fair market value of one (1) acre.

5.21.E. All proposals involving the dedication of land, payment of fees in lieu of dedication, offers to construct recreational facilities, and/or offers to privately reserve land for park and/or recreation purposes, shall be submitted to the Centre Township Recreation Board for review and comment. As soon as is reasonably possible after receipt of such a proposal by the Township Planning Commission, that Commission shall forward the proposal and any comments or recommendations regarding the proposal to the Centre Township

Recreation Board for its review and comment. The Recreation Board shall have 60 days from the receipt of the proposal from the Planning Commission to provide written comments thereon, which shall be forwarded to both the Township Planning Commission and the Township Board of Supervisors.

5.21.F. The subdivider or developer shall enter into a written agreement with the Township setting forth the fees to be paid, the facilities to be constructed, or the land to be dedicated. All such agreements shall be provided prior to final approval of the plan and shall be satisfactory to the Board of Supervisors.

5.21.G. Where the contribution of fees in lieu of Prime Open Space has been approved by the Board of Supervisors, said fees shall be invested and used for any purpose identified within the Township Recreation, Parks & Open Space Plan and the provisions of the Pennsylvania Municipalities Planning Code.

5.21.H. Where the construction of recreational facilities in lieu of setting aside Prime Open Space has been approved by the Board of Supervisors, said construction shall be in accordance with the Township Recreation, Parks & Open Space Plan and the provisions of the Pennsylvania Municipalities Planning Code. All facilities constructed pursuant to this section, shall be constructed in accordance with current standards established by the National Park Association and, where possible, the Americans with Disabilities Act of 1990, as amended. Playground equipment shall be in compliance with Consumer Product Safety guidelines. Such facilities shall be completed prior to final plan approval or an improvements security shall be deposited with the Township in accordance with the Pennsylvania Municipalities Planning Code and this ordinance. The value of construction to

be contributed shall be not less than the amount of monetary contribution that would be required by Section 5.21.D.

5.21.I. All Prime Open Space shall be contiguous, and the Prime Open Space shall be accessible to all lots or units within the development without having to walk in streets (excluding street crosswalks). In all cases, the location and configuration, within the guidelines set forth herein, shall be subject to review and approval by the Township Board of Supervisors. At least 90% of the Prime Open Space shall not have any of the following, unless specifically approved by the Township Board of Supervisors as an integral part of an open space or recreational facility: flood plains, wetlands, slopes in excess of 8%, stormwater management facilities, road or public utility rights-of-ways or easements, or surface waters.

5.21.J. When the Prime Open Space land required to be dedicated is less than ten (10) acres in size, the Prime Open Space land shall be located in a suitable place on the periphery of the subdivision or land development so a more usable tract will result when additional Prime Open Space is obtained upon development of the adjacent land. The location shall be subject to review and approval by the Township Board of Supervisors.

5.21.K. When public Prime Open Space land exists adjacent to the tract to be subdivided or developed, the Prime Open Space land shall be located to adjoin and enlarge the presently existing Prime Open Space land. The configuration of such land shall be subject to review and approval by the Township Board of Supervisors.

5.21.L. Prime Open Space land shall be accessible to utilities, such as sewer, water, and power that are provided within the subdivision or land development, and if requested by the Township, the subdivider or developer shall extend such utilities to Prime Open Space land.

However, nothing in this provision shall require the Township to accept a dedication of utilities.

5.21.M. Trails and linear parks may be developed and dedicated for public use and may be credited towards the park and open space land requirements provided that such trails and linear parks are approved by the Township Board of Supervisors and also meet the following minimum standards:

1. Dedications of land shall be a minimum width of fifty feet (50'), and if to be dedicated to Centre Township, must be approved by the Centre Township Board of Supervisors;
2. The trail or linear park shall conform to the Centre Township Recreation, Parks & Open Space Plan, any Berks County wide trail and recreation master plan and appropriate Centre Township and county comprehensive plans;
3. The minimum right of way with an easement containing a trail which crosses private land shall be ten feet (10'). Easements may be dedicated to Centre Township, Berks County, or other organizations which, in the judgment of the Centre Township Board of Supervisors, is appropriate. However, nothing in this provision shall require the Township to accept a dedication of a right of way. In all cases, such easements must provide for public use at all reasonable times;
4. Trails shall have a vertical clearance of no less than ten feet (10'); and

5. The width of the trail service may vary depending on the type of use to be accommodated, but in no case shall width be less than five feet (5').

5.21.N. Waiver requests from any portion or subsection of Section 5.21 shall be subject to review and approval or denial by the Township Recreation Board.

Additional Measures for Achievement and Implementation

The Township should include within their annual budget funds to be utilized for the acquisition of land, for site planning, and the eventual development of improvements and on-going operation and maintenance of the facilities. Research on the availability of other funding sources, such as grants, matching funds, private donations, etc. should be an ongoing process.

RESOLUTION NO. 06-2006

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF CENTRE APPROVING THE RECREATION, PARKS AND OPEN SPACE PLAN FOR CENTRE TOWNSHIP

WHEREAS, the Board of Supervisors of the Township of Centre authorized the Centre Township Recreation Board to prepare a Recreation, Parks and Open Space Plan for the township of Centre; and

WHEREAS, the Centre Township Recreation Board has prepared the Recreation, Parks & Open Space Plan for Centre Township, dated March, 2006, to guide development of park and recreation lands within Centre Township through the planning of future recreational areas and the enactment of appropriate ordinance requirements; and

WHEREAS, in accordance with the Pennsylvania Municipalities Planning Code, 53 P.S. Section 10503(11), et seq., the Centre Township Parks and Recreation Board has now recommended the Board of Supervisors of the Township of Centre adopt the Recreation, Parks & Open Space Plan for Centre Township; and

WHEREAS, after consideration, the Board of Supervisors of the Township of Centre desires to adopt the Recreation, Parks & Open Space Plan for Centre Township.

NOW, THEREFORE, intending to be legally bound thereby, the Board of Supervisors of the Township of Centre hereby consent to the adoption of and do hereby unanimously adopt the following resolution:

RESOLVED, the Board of Supervisors hereby adopts and approves the Recreation, Parks & Open Space Plan for Centre Township, dated March, 2006, prepared by Fisher Engineering, Inc., to guide development of park and recreation lands within Centre Township through the planning of future recreational areas and the enactment of appropriate ordinance requirements.

DULY ADOPTED AND APPROVED this 10 day of April, 2006.

TOWNSHIP OF CENTRE
BOARD OF SUPERVISORS

Barry F. Noel
[Signature]

Attest: [Signature]
Secretary

CENTRE TOWNSHIP BOARD OF SUPERVISORS
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APRIL 10, 2006

The regular monthly meeting of the Centre Township Board of Supervisors was held on April 10, 2006 at the Centre Township Municipal Building, 449 Bucks Hill Road, Mohrsville, PA. Chairman Barry Good called the meeting to order at 7:00 P.M. and led the Pledge of Allegiance. The following were present: Chairman Barry Good, Vice Chairman Edward Leh, Supervisor Arlene Breidegam, Attorney Dan Becker, Engineer John Roche and Township Secretary Gloria Grim.

VISITORS PRESENT

James Kline, Lillian Leh, Ronald Knepp, David Wert, Alice Renshaw, Tod Witman, Andrew Bortner, Barbara Good, Steve Koletar, Darrell Belz and other residents.

HEARING OF VISITORS

None

APPROVAL OF MINUTES

Minutes: A motion was made by Vice Chairman Edward Leh to approve the minutes from March 13, 2006. Seconded by Supervisor Arlene Breidegam. Motion carried.

BILLS

Bills: A motion was made by Supervisor Arlene Breidegam to pay the bills. Seconded by Vice Chairman Edward Leh. Motion carried.

SOLICITOR'S REPORT

Complaint SOP: Attorney Dan Becker presented the Supervisors with a draft copy of the Complaint SOP Resolution.

Ag Security Update: Attorney Dan Becker had a discussion with the Supervisors about waiting until six month has passed in order to deem the Ag Security application approved without going threw the lengthy application process. Attorney Dan Becker stated his office would keep up with the applications and present them to the Supervisors after the six month time period.

Land Protection Easement Purchases Update: Attorney Dan Becker stated his office is working on putting together the final agreements for the land

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easement purchases. Attorney Dan Becker also stated he spoke with David Phillips and he felt that the Township should start settlement on the easements in July or August.

Trolley Road Bride Easement Update: Attorney Dan Becker stated that the appraisals have been completed. Attorney Dan Becker went on to state that the total appraised value of the property is \$555.00. After a brief discussion, a motion was made by Chairman Barry Good to proceed with condemnation of a portion of land belonging to the Tornetta's for purposes of a temporary construction easement for the Trolley Road Bridge replacement. Seconded by Vice Chairman Edward Leh. Motion carried.

Irish Creek Bridge Ownership: Attorney Dan Becker stated that there was a discussion about if the Township owned Irish Creek Bridge. Attorney Dan Becker stated that he reviewed the agreement between PennDot and Centre Township from 1988 when the Township took dedication of Irish Creek Road. Attorney Dan Becker read the following from the agreement, "Whereas, certain public highways, including bridges and their approaches, in the Municipality, have been adopted and taken over as part of the State Highway System..." Attorney Dan Becker stated that the Township owns the Irish Creek Bridge and will be responsible for its repair.

Zoning Ordinance Update: Attorney Dan Becker presented the Supervisors with a draft copy of the Zoning Ordinance and the Recreation Board SALDO amendments. Attorney Dan Becker presented the Supervisors with a copy of the Recreation Plan Resolution and the amendment to the SALDO for the Recreation Plan. The Supervisors discussed the Zoning Ordinance. Vice Chairman Edward Leh stated he was not in favor of the way the annexation portion of the proposed Zoning Ordinance was written and went on to state he felt it was not in the best interest of the citizens in the Township. A motion was made by Vice Chairman Edward Leh to adopt the Recreation Plan Resolution. Motion failed due to lack of a seconded. After a brief discussion the Supervisors tabled the proposed Zoning Ordinance, the amendment to the SALDO and the Recreation Plan Resolution.

ENGINEER'S REPORT

John Roche - Fisher Engineering

Blue Ribbon Farm Subdivision: John Roche reported that the punch list is still in the process of being completed.

CENTRE TOWNSHIP BOARD OF SUPERVISORS

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Trolley Road Bridge Update: John Roche presented the Supervisors with a bill from DESCOCO for shop drawing of the bridge. After a brief discussion, a motion was made by Supervisor Arlene Breidegam to pay \$3,750.00 to DESCOCO for bridge shop drawings. Seconded by Vice Chairman Edward Leh. Motion carried. John Roche stated he will let the Supervisors know when the construction meetings dates are set.

Trolley Road Intersection Update: The Supervisors reviewed an estimate of \$151,900.00 for the intersection.

Centerport Road Culvert Update: The Supervisors reviewed and estimate of \$248,513.20 for the culvert. Vice Chairman Edward Leh had numerous questions about the costs and asked John Roche to reevaluate the estimates for the Trolley Road intersection and the Centerport Road Culvert and report back at the May Supervisors meeting.

Irish Creek Bride Update: After a brief discussion, a motion was made by Chairman Barry Good to place a weight limit on the Irish Creek Bridge BMS No. 06720807470001 of 32 tons except combinations 36 tons as recommended by STV Incorporated bridge inspectors. Seconded by Vice Chairman Edward Leh. Motion carried.

Irish Creek Hills Subdivision LOC: After a brief discussion, a motion was made by Chairman Barry Good to reduce the Irish Creek Hills Subdivision LOC \$4,745.25 with a remaining balance of \$86,190.47. Seconded by Supervisor Arlene Breidegam. Motion carried.

James Kline Complaint Update: John Roche reviewed the waver request and stated he would recommend granting the driveway and paving request. After a brief discussion, A motion was made by Chairman Edward Leh to grant James Kline's wavier request to move his driveway seven feet from his property line and to waive the paving requirement. Seconded by Supervisor Arlene Breidegam. Motion carried.

PLANNING COMMISSION

Rothenberger Subdivision: A motion was made by Supervisor Arlene Breidegam to approve the G. Richard Rothenberger Plan. Seconded by Vice Chairman Edward Leh. Motion carried.

Edward Leh Subdivision II: A motion was made by Chairman Barry Good to approve the Edward Leh Subdivision II plan. Seconded by Supervisor Arlene

CENTRE TOWNSHIP BOARD OF SUPERVISORS

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Breidegam. Vice Chairman Edward Leh abstained from the vote because of a conflict of interest. Motion passed.

BUSINESS

Emergency Management (EM): Andrew Bortner introduced himself as the Emergency Management Coordinator Deputy. Mr. Bortner stated that he is in the process of collecting the necessary data and contacts needed for the program. Mr. Bortner stated he would like to use ELK Environmental for the EM needs and went on to state that ELK Environmental is loaded and ready to go and response time is very fast. After a brief discussion, a motion was made by Vice Chairman Edward Leh to authorize the use ELK Environmental as needed. Seconded by Supervisor Arlene Breidegam. Motion carried.

Recreation Board Appointment: A motion was made by Vice Chairman Edward Leh to appoint Barry Good to the Recreation Board. Seconded by Supervisor Arlene Breidegam. Motion carried.

Recreation Plan Meeting: Tod Witman requested that Jim Fisher attend the next Recreation Plan meeting because the Board had a few questions. After a brief discussion, a motion was made by Vice Chairman Edward Leh to authorize Jim Fisher to attend the next Recreation Board meeting. Seconded by Chairman Barry Good. Supervisor Arlene Breidegam voted nay. Motion passed.

Recreation Plan Resolution: After a brief discussion, a motion was made by Vice Chairman Edward Leh to approve the Recreation Plan Resolution #06-2006. Seconded by Chairman Barry Good. Supervisor Arlene Breidegam voted nay. Motion passed.

SALDO Amendment: After a brief discussion, a motion was made by Vice Chairman Barry Good to have Attorney Dan Becker do what is necessary to amend the SALDO with the recreation plan information. Seconded by Vice Chairman Edward Leh. Supervisor Arlene Breidegam voted nay. Motion passed. Attorney Dan Becker asked that if the Supervisors have any additional comments they can give him a call by April 14th so the amendment can be advertised for the May Supervisors meeting.

Land Protection: Chairman Barry Good stated that the Land Protection Committee is looking for a commitment of funds for 2007 so they can secure grants. The Supervisor had a discussion on the current bridge repair cost and stated that they could not make any type of commitment at this time. The Supervisors state that they felt if the Land Protection Committee could secure a

CENTRE TOWNSHIP BOARD OF SUPERVISORS
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grant the Supervisors can evaluate funding on a case by case basis. Chairman Barry Good stated he would talk to the Committee on the Townships behalf and explain its position on the grants.

Irish Creek Tree Update: After a brief discussion, a motion was made to split the cost of \$1,200 for removal of a tree on Irish Creek Road with the cable and phone company. Seconded by Supervisor Arlene Breidegam. Motion carried.

Road Project 2006: The Supervisors discussed the new prevailing wage laws and the financial impact it would have on the road project for 2006. No action taken.

Executive Session: Attorney Dan Becker stated personnel issues were discussed and no action was taken.

ADJOURNMENT

They're being no further business to come before the Board; Vice Chairman Edward Leh made a motion to adjourn the meeting at 8:40 PM. Seconded by Supervisor Arlene Breidegam. Motion carried.

Respectfully Submitted,



Gloria Grim
Township Secretary