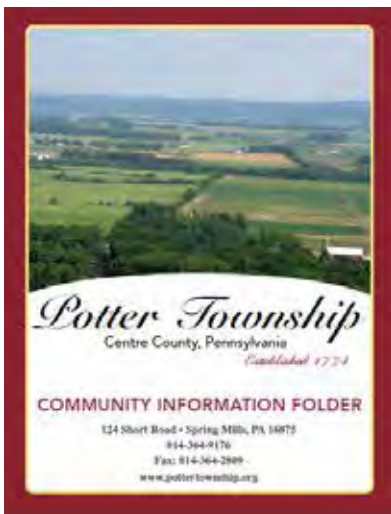


Potter Connections

OFFICIAL NEWSLETTER OF POTTER TOWNSHIP

Spring 2022

Welcome to Our Community!



We are excited to provide our citizens with this informational guide created exclusively for our beautiful community.

The folders are distributed to new residents and property owners as a community outreach. The folders are perfect for establishing communication and providing a permanent reference guide.

Information about our community as well as advertisements from local businesses are included in the folders. These advertisements introduce residents to businesses and encourage consumers to shop locally, as well as establish new relationships and strengthen current associations with our residents.

To obtain a folder full of information, please contact us by calling our office at 814-364-9176 or send us an email at: secretary@pottertownship.org

If you are new to Penns Valley, stop by our office and say hello! We would love to meet you, answer any questions you may have and welcome you to our wonderful community!



Looking for updates on the latest projects, upcoming events, or volunteer opportunities?

To share the latest news in the fastest and most accurate manner, we offer email notifications through a system called **Constant Contact**. Each time our website is updated, email notices are delivered right to your inbox.

To subscribe to this free service, simply visit our website at (www.pottertownship.org) and select the "Public Interest" tab at the top of the home page. Scroll down the drop box and click on "Sign up for Updates By Email". This will take you to the subscription registration page.

One more way to strengthen connections with our residents and build a better community!



Open House Public Meeting

To provide an update on the PEL Study environmental data collection efforts, traffic analyses, and Build Alternative corridor refinement that have occurred since the September 2021 open house meetings



Tuesday, April 5, 2022
from 3 P.M. to 8 P.M.



Calvary Church – Harvest Fields
150 Harvest Fields Drive
Boalsburg, PA

Wednesday, April 6, 2022
from 3 P.M. to 8 P.M.

Centre Hall Fire Station
134 North Witmer Avenue
Centre Hall, PA

For more information, visit: PennDOT.pa.gov/SCAC

The Potter Township Office: 124 Short Road, Spring Mills, PA 16875
814-364-9176 • Visit us at www.pottertownship.org

From the Zoning Office

New Zoning Office Hours

The new Zoning Office hours are Tuesdays, 1:00 P.M. to 5:00 P.M. and Thursdays 8:00 A.M. to 12:00 noon.

Potter Township requires permits for most new construction, additions, installation and some remodeling and repairs. Some projects may only require a zoning permit; other projects may require both a zoning permit and a building permit. Please contact Chris Dobson, Zoning Officer, at 814-364-2456 prior to construction with any questions you may have.

All applications for zoning permits shall be granted or denied by the Zoning Officer within 30 days from the date of receipt of the application and payment of all required fees. Please keep this in mind when planning your projects. A zoning permit is valid for a twelve-month period from the day of issuance.



All applications are available online at www.pottertownship.org.

The Potter Township Zoning Ordinance regulates the following:

- Home Occupations
- Accessory structures, including small sheds, pergolas, and greenhouses
- Swimming pools, all pools holding more than 30 inches of water, either permanent or portable, require a permit.
- Signs, permits may be required based on the type of sign. Please check with the Zoning Officer prior to purchasing and installing your sign.

New driveways & paving projects do require a permit. Driveways must meet sight distance and storm water management requirements. Contact the Public Works Department with any questions or to begin the application process.

Fences do not have a set-back and may be installed at or near the property line. It is advisable to install with a mow line to permit owner to work on the fence without trespassing on the neighbor's property.

Potter Township does not have a burn ordinance. Burning of tires, pressure treated lumber, upholstered furniture, plastics and other toxic materials, are prohibited by the Department of Environmental Protection. When doing any open burning, please be considerate of your neighbors. Report large controlled burns to Centre County Non-Emergency 911 at 1-800-479-0050.

New Ordinances Enacted in 2021

Ordinance 01 of 2021 – Amendment to Zoning Ordinance Chapter 220, clarifying the definition of Home Occupation

Ordinance 02 of 2021 – Amendment of Chapter 60 – Establishing Potter Township's role in the operation of the Tri-Municipal Park, Inc.

Ordinance 03 of 2021 – Approval of the Cable Franchise Agreement with Atlantic Broadband, (Penn) LLC

Ordinance 04 of 2021 – Amendment to the Sign Ordinance Language (Chapter 163 Signs) establishing provisions for conditional uses of billboards and on-premises and public service digital signs.

Ordinance 05 of 2021 – Establishment of an Ordinance prohibiting the use of Short Road and Red Mill Road by trucks over 30 feet in length except local deliveries, providing for the erection of signs and establishing penalties for violations.

Ordinance 06 of 2021 – Amendment to the Subdivision and Land Development Ordinance (Chapter 184) permitting property allocable portions of the cost incurred to design, construct, operate, and maintain parks and recreational facilities.

Ordinance 07 of 2021 – Establishment of an Ordinance regulating solicitation and peddling in the Township, providing for the granting of permits for solicitation and peddling, prescribing safeguards, regulating hours and prohibiting certain practices without obtaining a permit, and prescribing penalties for violation.

All ordinances can be found on the website at www.pottertownship.org. Click on the Government tab and scroll down to Codes and Ordinances.



New Address Change of Address and Street Sign Guide

EMAIL: addressing@centrecountypa.gov

New Address: Post offices are notified in advance of the new address. Once in awhile, the information gets lost in translation. If you need an address validation, email 911 Addressing. **NOTE:** *Per the United States Post Office Standards, the post office cannot deliver mail to an unoccupied home or vacant lot.*

Change of Address (COA): A change of address necessitates a coordinated effort between Centre County 911, the Township or Boro, the local post office, Pittsburgh Address Management, and the Centre County GIS Department. It is purposefully synchronized to eliminate emergency response confusion/delays, as well as, to promote a smooth postal transition. Centre County 911 will organize the address change, while the Municipality is responsible for notifying property owners of the change & date of change (*per the Centre County Addressing Policy*).

Post Office: Pittsburgh Address Management of the United States Postal Service, and the local post office, require a 4 to 6 week time frame to build the information into their system, to update their routing sheets or "red books" and update the post office website. Property owners should use the 4 weeks to transition to the new address, and order the street sign (if applicable). The checklist to the right will help get you started. →

COA Process: A date will be selected when the address will officially change (*about 4 to 6 weeks*). Township or Boro will send owner(s) a letter. On the scheduled day — your old address will convert to the new address in a synchronized manner with all agencies listed above. Begin using your new address on the scheduled day!

Coordinating Street Sign Install & Change of Address:

ENGINEERS: As noted above, address changes & street sign install must be coordinated for residents health & safety. This can be challenging due to the time constraints each agency necessitates.

- ✓ Planning requires a road/street sign be installed before plan is approved.
- ✓ The United States Post Office requires a 4 week timeframe (noted above).
- ✓ 911 CAD/GIS systems need to reflect the new address on the day of change.

⚠ Installing the street sign before the address change will cause confusion during an emergency (a result of conflicting data).

ENGINEERS are asked to work with Barbara/911 Addressing to determine a suitable date that satisfies all involved. Email: bcberenty@centrecountypa.gov



ARE YOU A PROPERTY OWNER?

Property owners should notify Centre County Tax Assessment of your COA. They will only accept COA information from you, the property owner.

PROPERTY OWNERS:

During the 4 week period, notify essential businesses of your new or proposed address change (*doctors, insurance company, banks, utilities, PennDOT etc*). When your existing mail comes in, use it to keep track who to contact.

STREET SIGN: newly named private road (*approved by boro or township & 911*) coordinate the sign with your municipality for their standards. *No vanity signs!*

Call Centre County Tax Assessment Office to update your address information 814-355-6721.

On day of change, not before, update/change your mailbox and house ID number to the new address.

On day of change, not before, install new street sign as instructed (if applicable). DO NOT install early.

On day of change, log onto GPS.gov. Update your location with online mapping & GPS agencies.

NOTE:

911 is emergency services. 911 is not responsible for mail delivery or problems incurred. Mail delivery issues suffered, are handled by the local Post Office.

GPS & ONLINE MAPS:

Centre County 911, by law is not permitted to share our data with anyone outside of emergency services.

We do not know where online maps or GPS companies obtain their data from nor how often they update. We cannot help you with online issues.

You can update online maps to show your new location at GPS.gov. Allow several weeks for updates to process.

Do you know your ABC's?



AUTHORITIES

BOARDS

COMMISSIONS

PLANNING COMMISSION

Scott Floray, Chair
Mike Troyan, Vice-Chair
Michele Foust, Secretary
Mary Carol Frier
Glenn Roth
Allen Ishler
Ryan Newman

SPRING CREEK WATERSHED COMMISSION

Art Gover
Ann Glaser

TRI-MUNICIPAL PARK, INC. BOARD OF DIRECTORS

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Mike Troyan
Melvin Dutrow

ZONING HEARING BOARD

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Mike Clitherow
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Karl Eysenbach
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Carol Michelotti, Secretary
John Smith
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Gary Hosterman

PENNS VALLEY REGIONAL PLANNING COMMISSION

Doug Roth
Jake Tanis

CENTRE HALL-POTTER SEWER AUTHORITY

Mark Ralston
Dennis Grove

NATIONAL VOLUNTEER WEEK – APRIL 17-23, 2022

TAX OFFICE – FALL HOURS

Office hours for in-person tax payments:

April 19th - 28th Tues, Wed & Thur 3:00 pm to 5:30pm
September 6th-15th Tues, Wed & Thur 3:00 pm - 5:30pm (last day at face)
November 15th 3:00 pm - 5:30 pm (last day at face)
December 30th 3:00 pm - 5:30 pm (last day to pay)

The tax office is closed on weekends and holidays. To schedule an appointment outside of these days/hours, please call 814-364-1331 or email wnolf@pottertownship.org. An outside slotted lock box is available 24 hours a day for drop off payments.

Payments for Real Estate & Per Capita taxes by check should be made payable to: **Potter Township Tax Collector**. Checks made payable to anything other than Potter Township Tax Collector will be returned to you.

- ✓ Please notify the tax collector of any address change as quickly as possible
- ✓ Tax bills are not forwarded
- ✓ Non-receipt of a tax bill does not excuse the taxpayer from payment responsibility

Tax bills not paid in full by December 31st become delinquent and subject to additional penalties.

PLEASE NOTE: No personal checks for the payment of real estate taxes will be accepted after December 15th for the payment of taxes due in that calendar year. Payments must be made by certified or cashier's check, money order, or cash from December 15th to December 31st.



SAFE TRICK OR TREAT NIGHT


**Monday, October 31st
6PM - 8:00PM**

**Potter Township and Centre Hall
Borough annual trick-or-treat night.**

**Please turn on your porch light if you
would like trick-or-treaters to visit.**

Parks & Recreation

The Potter Township Parks and Recreation Board has been busy planning fun activities for you and your family for this year. Below is a listing of the scheduled activities that have been planned thus far: Dates may change or an event may be canceled due to inclement weather. Check the township website closer to the actual date for postponements or cancellations. WWW.POTTERTOWNSHIP.ORG

- **Easter Egg Hunt**- Tri-Municipal Park 10 to 12 noon  April 9th
- **Movie Nights** – Potter Run Park starting at dusk -June 13 -July 11
- **Colyer Parade** - Colyer Lake area starting at 10:30AM Date TBD
- **Yoga at the Lake** – Colyer Lake May-June-July-August
- **National Night Out**- Potter Township Athletic Complex August 2 6-8PM
- **Grange Fair booth** -YP of H Building August 17-27

If you have an idea for an activity that you would like to see happening in the township, please reach out to the chair, Kim Domin. Her email address is dominpotterparks@gmail.com
We will discuss your idea at our monthly meeting and who knows, maybe **YOUR** idea will become a reality!



Have you been thinking lately, “I would like to volunteer more in my community?” or “I would like to help out my community, but I don’t know where I fit in.”

Well...we may have a seat just for YOU on the **POTTER TOWNSHIP PARKS & RECREATION BOARD!**
We meet on the second Wednesday of every month at 7:00 at the township building (see address above). Please join us for a meeting and see what we are all about.
We would love to have YOU join us!

Promoting lifelong recreational opportunities for community members through outreach and education.

IT STARTS WITH PARKS!

Looking for a new place to get some exercise and enjoy the great outdoors?

Several months ago, the township supervisors requested that the Park & Rec Board look at developing a trail that would allow people the opportunity to get off of the main roads and walk safely in a natural environment. After many months of discussion and planning, the project is moving forward! The trail is located off of Sinking Creek Road. There will be off road parking at the trailhead. The one mile trail will be approximately four feet wide and covered with wood chips collected from the township. The construction and maintenance of the path will be done by volunteers. If you are interested in volunteering please contact John Smith at smithpotterparks@gmail.com

As you begin to get outside and enjoy the warmer weather, remember to check out the Potter Run Park located at 106 Way Lane. There are a variety of activities there for all to enjoy. Bring a picnic to eat in the pavilion, play on the playground equipment, read a book (great selection at the Free Little Library located on site) and just enjoy being outside again. Restroom facilities are available. Thank you in advance for taking your garbage home with you as there are no receptacles for trash available.



What's New

HOBIE'S TRAIL

*Colyer Lake
Potter Township*

In 2004, the Lake at Colyer was overgrown and difficult to access from anywhere other than the boat launch areas. As his Eagle Scout Service Project, our son, Hobie Kistler, took on the project of clearing and marking a path the entire way around the lake. Portions used existing paths and roads, other areas were "bushwacked" in.

In 2015, with the refurbishment of the Colyer Lake dam and breastwork, several of us undertook to hire a firm to improve and define the trail. It was moved closer to the shoreline in spots, to give hikers, bikers and fishermen better access to the water itself, but the trail essentially followed the original. Improvement of the trail was completed in 2017, and use steadily increased.

In 2021 permitting was finally completed for the addition of two footbridges over Sinking Creek, which makes the trail much more safe and accessible for users of every age and ability level.

This spring, Save Colyer Lake, Inc, and Potter Township will be dedicating the trail in memory of our son, Hobie Kistler, the original trail visionary. The formal dedication ceremony will be held at 10:30am, on April 30, 2022, at the breast of the dam. Everyone is welcome. We all hope the residents of Potter Township, and their friends, will continue to use this wonderful outdoor resource for years to come.

Tom Kistler, Pres
Save Colyer Lake, Inc.



Penns Prairie at Tri-Municipal Park

- * **Phase II** construction to start this year - Pavilion, nature play area, playground, trails and parking.
- * **The multi-use athletic fields** are being used by the youth football and youth soccer.
- * **The 18 hole Disk Golf Course** is being used by all ages and has hosted several tournaments.
- * **Boy Scout Troop 20 Eagle Scout projects:**
Addition to the bike skills course and a pavilion at the disc golf course.
- * **Additional amenities** will be added as funding becomes available.



2022 Board of Supervisors



Top left to right: Dick Decker (Chair), Jake Tanis (Vice Chair), Dennis Foust **Bottom left to right:** Glenn Roth and Melvin Dutrow

Soliciting or Peddling in Potter Township

Individuals are not allowed to engage in soliciting or peddling in Potter Township without first applying for and receiving a permit. Every solicitor or peddler is required to carry their permit and identification with them while engaged in soliciting or peddling in Potter Township. A person shall not go upon any residential premises and ring the doorbell or rap or knock upon the door or create any sound in a manner calculated to attract the attention of the occupant of the residence for the purpose of engaging in or attempting to engage in a home solicitation transaction before 9 AM or after 7 PM of any day, Sunday through Saturday. Solicitation on New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day or Christmas Day are prohibited. If you encounter an issue with an individual engaged in soliciting or peddling, feel free to contact the Zoning Office. (Ordinance #O-2021-07)

EASTER EGG HUNT

Tri-Municipal

Park

April 9th

10 to 12 noon



Fire and Police

The **Centre Hall Fire Company #4** is your **ALL VOLUNTEER** Fire Company with officers and members who provide fire protection services with your support. These volunteers are men and women from our community who are required to attend trainings, meetings, and respond to emergencies... they also work, go to school, and have family obligations of their own. In order for our volunteers to be safe and efficient, they need good training, tools, and equipment. These volunteers give their **all** to protect lives and property within Centre Hall Borough and Potter Township. These volunteers cannot do it alone!

Please consider joining today. You don't have to run into a burning building to be a member. Some members help with apparatus maintenance, building maintenance, cleaning, and fundraising to name a few. Volunteers are always welcome! It's a good way to give back to your community - your children, age 15 and older, may also join. Monday evenings are the company's work nights. Come out and spend a Monday evening at the Station.

The 2022 Officers Are: President - Davis Araujo; Vice-President - Jake Heverly; Secretary - Jenn Tice; Treasurer - Beth Araujo; Chief 4 - Brian Tice; Chief 4-1 - Philip Orndorf, Jr.; Chief 4-2 - Harry Hockenberry; Chief 4-3 - Trevor Stitzer; and Chief 4-4 - Fred Harlos; Fire Police Captain Bill Rockey; Fire Police Lieutenant Alvin Spotts; Trustees: Ryan Horner; Brenda Harlos; Shawn Myers.

Please trim Tree Branches and Shrubs that overhang your driveways—they damage our Fire Apparatus.

The Fire Company members continue to diligently fundraise towards our new fire station that was built in 2021 which meets NFPA standards and is large enough to accommodate future apparatus. This building benefits the community by providing emergency shelter, it also allows the fire company to hold events and fundraisers.

UPCOMING FUNDRAISERS:

Gun Raffle - May 21

Town Wide Yard Sale - Mr. Sticky - June 24 & 25

Grange Fair Themed Bingo - July 30th (Prizes are Entrance Passes and Cash)

Chili Cook-Off October 8th

Flea Market / Crafts / Produce - 4th Friday pm and Saturday am of April, May, June, July, September & October

The Centre Hall Fire Company extends a big "Thank You" to those of you who have made generous donations.



Come and meet your neighbors, talk with the various police departments, and prepare to have fun. More details will be shared closer to the date.

National Night Out's (NNO) program is scheduled annually, on the first Tuesday of August. For more information about National Night Out, please visit www.natw.org/about-nno.

NATIONAL NIGHT OUT - AUGUST 2021 The evening's activities included a giant ice cream sundae made by the Centre County Dairy Princess. Children enjoyed a Robber Duckie game and received Free Child ID kits and Mr. Yuk stickers and game. Local organizations provided information about bicycle safety and emergency preparedness. "Touch a Truck" included equipment and apparatus by Centre Hall Fire Company and Potter Township Public Works.



Junk and Rubbish Ordinance

JUNK — Any discarded material or article including but not limited to abandoned, junk or scrapped/scrapable motor vehicles, machinery, paper, containers and structures, scrap material and other waste material and rubbish. Excluded are garbage or refuse kept by a person on his own property in a proper container for the purpose of immediate disposal and manure piles on an operating farm.

SCRAPPABLE MOTOR VEHICLES AND MACHINERY —

A. Any vehicle or machine which:

- (1) Cannot be demonstrably operated for useful purpose and would, in normal use, be registered with the Department of Motor Vehicles but is not so registered;
- (2) Cannot be demonstrably operated for useful purpose and would not normally be registered.

B. Exclusions:

- (1) Vehicles or machinery housed in a garage or barn or where they are not normally visible in any part from a public road;
- (2) Vehicles or machinery either originally intended or subsequently modified for use in agricultural or forestry pursuits; provided, said machinery is demonstrably operable and owned by a person engaged in agricultural or forestry pursuits;
- (3) Any vehicle having up-to-date registration with the Department of Motor Vehicles.

Prohibited Activities:

- A. To maintain, accumulate, hold, dump or locate or permit or cause to be maintained, accumulated, held, dumped or located on any property, public or private.
- B. The maintenance, accumulation, holding, dumping or locating of junk on any property, public or private.
- C. Transporting junk into the Township to be left on the property of another or on public property.
- D. Rubbish or junk with names and addresses thereon or of which ownership may be traced.

Whenever junk shall be found on a property, the property owner and/or tenant or person alleged to have dumped the junk shall be tendered written notice of violation by certified mail from the Zoning Office

To review the entire Junk and Rubbish Ordinance, visit www.pottertownship.org and click on "Codes and Ordinances" under the Government tab.



Sewage Enforcement Officer

Any work on septic systems requires permits. Contact Stan Wallace for details and instructions

Stan Wallace
814-571-7231 Cell
wallaceseo1798@gmail.com



PRIMARY ELECTION DATE
TUESDAY, MAY 17th

GENERAL ELECTION DATE
TUESDAY, NOVEMBER 8TH

Potter Township provides two polling places for residents:

Precinct 70 • Centre Hall Lions Club • 153 East Church Street, Centre Hall
Precinct 71 • Potter Township Supervisors Building • 124 Short Road, Spring Mills

The polls are open between the hours of 7am and 8pm

New voters must show identification the first time they vote in a new district.

If you are unsure which voting district you have been assigned to, want to register to vote or have questions regarding the voter registration system in Centre County, contact the Centre County Voter Registration Office at 814-355-6703 or visit centrecountypa.gov

Branch and Limb Collection



May 9th and 10th, 2022
October 3rd and 4th, 2022

Residents must call the Township Office prior to 12 NOON on Thursday, May 5th to schedule their pickup.

Collection Guidelines

- Brush must be piled with the ends of limbs laying in the same direction, preferably pointing toward the road.
- Mixed or tangled piles will not be picked up.
- Maximum diameter of limbs is 6 inches.
- Do not tie brush in bundles.
- Crews will spend no more than 15 minutes at one property.
- Equipment limitations require that brush must be separated from leaves and other debris.

Leaf collection is not an available service.

Stumps, old firewood, garden plants, ornamental grasses, and construction material will not be picked up.

There will not be a Riff-Raff collection this year.



Household Hazardous Waste Collection Event

Good news! The Centre County Recycling and Refuse Authority will hold their annual Household Hazardous Waste (HHW) Collection Event this spring! All event and pre-registration information can be found at www.centrecountyrecycles.org.

Event Details

Where: County Recycling and Refuse Authority
253 Transfer Road, Bellefonte

When: Friday, April 29 from 8am-4pm
Saturday, April 30 from 8am-2pm

Important: You must pre-register for our event before attending.

Once registered, you will receive a ticket for entry. You cannot attend our event without pre-registering.



What to Bring: Insecticides, weed killers, pool chemicals, cleaners, poisons, corrosives, flammables, oil based paints, CFL bulbs, fluorescent tubes and most other hazardous chemicals *from households only*.

What NOT to Bring: NO latex paint, NO motor oil, NO antifreeze, NO medications, NO batteries, NO ammunition, NO explosives

If you do not have internet or need help with the online registration process, please call 814-238-7005.

Thank You Karl Eysenbach



Karl Eysenbach served as a Potter Township Supervisor from 2010 thru 2021. During his tenure he served on the Planning Commission and Tri-Municipal Park Board. In December the Board of Supervisors presented an award to Karl in appreciation of his service, dedication and loyalty to the residents of Potter Township and the Penns Valley community. Karl remains active on the Tri-Municipal Park Inc. Board of Directors. Thank you, Karl, for the 12 years of service. We wish you the very best.

The Potter Township Office
124 Short Road
Spring Mills, PA 16875

PRST STD
U.S. POSTAGE
PAID
State College, PA
Permit No. 21



Potter Township accepts credit cards and e-check payments online, at the counter through a card reader, as well as over the phone. An online payment option has been integrated into our website (electronic check or credit/debit card). Customers will be responsible for an additional User Fee of 3%.

Recurring ACH payments are an option for regularly scheduled charges such as monthly sewer and water service. Your bank account will be charged the designated fee for utilities each billing period.

DROP BOX AVAILABLE

Residents who wish to drop off their utility payments or permit applications after hours are welcome to use the drop box. The box is located next to the front entrance of the Administration Office.

Please clearly mark the envelope to indicate who the item is for.

NOTICE OF PUBLIC MEETINGS

All meetings are held at the Township building, 124 Short Road, Spring Mills, at 7:00 pm

Board of Supervisors meets the first and third Monday of each month

Planning Commission meets the second and fourth Tuesday of each month

Parks & Recreation Board meets the 2nd Wednesday of each month.

Meetings of Potter Township Boards and Commissions are open to the public and respectful input is welcomed during the public comment time. The deadline to enter items into the official Board of Supervisors Meeting Agenda is 3:00 PM Thursday, prior to a meeting. Updated meeting schedules and approved meeting minutes can be found on our website at www.pottertownship.org. Meeting agendas will be posted at the township office and website at least 24 hours in advance of each meeting.

