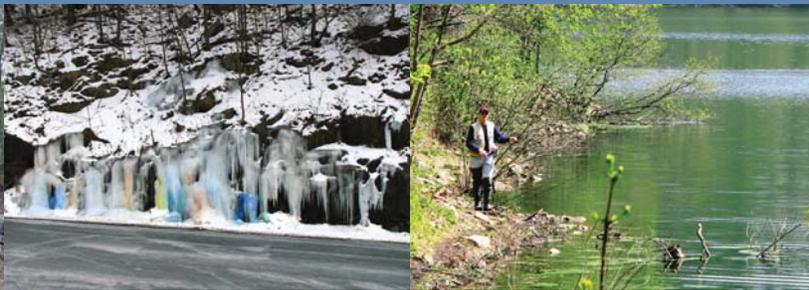


LOWER ALSACE TOWNSHIP



A MESSAGE FROM YOUR TOWNSHIP MANAGER



To all residents of Lower Alsace Township,

I would like to say, on behalf of the Township Supervisors and the Township staff, that it is our responsibility to provide municipal services to all of our residents, and be responsive to their needs. The Township has tried to meet those expectations. The Township kindly asks all of our residents to continue supporting our local businesses.

The Township has experienced change in 2022 and will experience more in 2023. First, the road crew has been completely restaffed following the retirement of our long-time road foreman, Rich Bitting, and our long-time parttime road crewman, Rick Wisniewski. In June of 2023, the Township's long-time secretary, Corrie Zana, will also be retiring. The Township thanks all of these dedicated employees for their services and wishes them a pleasurable retirement!!

The Township continues to maintain and improve the Township infrastructure. The Township is committed to making sure the services which Township residents expect and pay for through your tax dollars are being provided. The Township staff works hard to process any paperwork requests, maintain and replace roads, clear streets of tree branches, leaves, and snow, and develop projects to improve our community. We ask that you provide feedback on any potential areas that you may see as an area of need. My job is to provide services and make necessary improvements in a cost-effective way while providing the necessary funds to accomplish these goals. I have worked on monitoring the Township budget by controlling the expenditures of the Township, maximizing the collection of revenue, and minimize or eliminate the need for tax increases. We are committed to reducing the debt load of the Township in order to improve cash flow and reduce or delay any need for tax increases in future years. If you have any questions on the finances of the Township, please feel free to contact the Township office, and we will be glad to answer any questions.

Finally, I would like to thank the Township employees for their hard work. We have a great group of people who put in the extra effort to make my job easier. We have added wonderful employees to our team. Bette Petrov, Property Maintenance Clerk, Carl Weikel, Road Foreman, and Ali Wilson and Dustin Wolf, Road Crewmen, have helped in handling the increased workload and brought improvements to Township work processes. We are here to serve your needs.

We ask that you continue to work with us in order to provide the quality of services you expect for your tax dollars. Please contact us for any questions you may have, and let's continue to work together in making this township a special place to live!

Don Pottiger
Township Manager

Lower Alsace Township
1200 Carsonia Avenue
Reading, PA 19606

TOWNSHIP OFFICE HOURS

Monday – Friday:
8:00 am to 4:00 pm
(except holidays)

Phone: 610-779-6400

Fax: 610-370-0797

www.latownship.org

[www.facebook.com/
loweralsace.township](https://www.facebook.com/loweralsace.township)

Board of Supervisors

meetings are held the
second Thursday of each
month at 6:30 pm.

Workshop meetings are
reserved for all fifth
Thursdays on the calendar
(if needed). Please see the
Township website for the
posted agendas and
meeting minutes.

Planning Commission

meetings are advertised for
the first Wednesday of each
month at 7:00 pm and held
as needed.

2023 LOWER ALSACE TOWNSHIP CALENDAR

| JANUARY | | | | | | |
|-----------------------------|--|----|----|----|----|----|
| S | M | T | W | T | F | S |
| ¹ New Year's Day | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | ¹⁶ Martin Luther King Jr. Day | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| FEBRUARY | | | | | | |
|----------|-------------------------------|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | ²⁰ President's Day | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

| MARCH | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| APRIL | | | | | | |
|---------------------|----|----|----|----|--------------------------|---------------------------------|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | ⁷ Good Friday | 8 |
| ⁹ Easter | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | ²² Earth Day Cleanup |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| MAY | | | | | | |
|-----|----------------------------|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | ²⁹ Memorial Day | 30 | 31 | | | |

| JUNE | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

| JULY | | | | | | |
|------|----|-------------------------------|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | | 1 |
| 2 | 3 | ⁴ Independence Day | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

| AUGUST | | | | | | |
|--------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| SEPTEMBER | | | | | | |
|-----------|------------------------|----|----|----|----|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | ⁴ Labor Day | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| OCTOBER | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | T | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

| NOVEMBER | | | | | | |
|----------|----|----|----|--------------------------------|-----------------------------|----|
| S | M | T | W | T | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | ¹⁰ Veteran's Day | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | ²³ Thanksgiving Day | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

| DECEMBER | | | | | | |
|----------|-----------------------------|----|----|----|-------------------|----|
| S | M | T | W | T | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | ⁸ ENDS | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | ²⁵ Christmas Day | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

Holiday
(office closed)

Township Supervisor's Meeting

Recycling

Leaf Collection

Planning Commission
(as needed)

Brush Collection
(by appointment)

LEAF AND TREE LIMB COLLECTION

Leaf Collection



For the Lower Alsace Township residents in Pennside, Stony Creek and Highland Avenue areas, the annual leaf collection program will begin daily from October 9, 2023 until December 8, 2023, contingent upon any significant snowfall occurring prior to that date. Leaves (and only leaves) should be placed on the street near the curb so that they will not pose a traffic hazard, but will enable the leaf vacuum to easily collect. Please avoid parking vehicles on or close to the piles. Please do NOT bag leaves.

The pickup schedule, subject to change due to the weather, will be:

- “Original” Pennside (Brooke St. to Harvey Ave.) – Monday and Tuesday;
- “Carsonia Park” Pennside (Harvey Ave. to Parkview Ave.) – Wednesday and Thursday;

Carsonia Ave., Highland Ave., and Stony Creek – Friday.
For those residents not located on the regular route, such as the rural and mountain areas, please call the township office to arrange for your leaves to be collected. The Township will make every effort to collect within a week.

IMPORTANT – It is critical that the leaf piles do not contain yard debris, plants with dirt, rocks, or brush. The storm water on your street ultimately flows into the Antietam Creek, so please do not leave grass clippings in your gutters. The debris will be washed into, and clog up, the storm water drains resulting in potential flooding. If you contract with a landscaping service, please inform them of this prohibition.



Tree Limb Collection

The township road crew will collect tree branches and limbs from property owners who wish to participate in this collection program. Please help keep our employees and your neighborhood safe by following these regulations:

If you are using a professional tree service, the Township asks that you have that company remove all wood. The tree branch collection program is designed for minor tree trimming, not tree removal.

Do not place branches on the sidewalk or street where they would interfere with pedestrians or vehicle traffic.



Please leave your branches and limbs in full length, no more than 12 inches in diameter, and place them cut side to the street. Do not bundle the branches. Be sure your branch piles are free of wire or rope. Piles should not contain stumps, roots, dirt, plants, flowers or weeds. Only tree branches which are large enough to be effectively chipped should be put out for this program. Small twigs do not run smoothly using the chipper, so those items should be disposed of with your trash.

Street-side wood chipping for Lower Alsace Township residents will be scheduled, by appointment, on the Tuesday following recycling collection from April through October. Please refer to the calendar in this newsletter for specific dates. **Please call the township office at 610-779-6400 by 3:00 on the Friday before those collection dates to schedule a pick-up to guarantee inclusion on the next collection date.**



CODE ENFORCEMENT

By: Jim Lorah, Central Berks Codes Program Administrator

Property Maintenance and Quality of Life

Well maintained communities are attractive and promote community cohesiveness. Property Maintenance Codes are primarily used to keep a community in good condition – healthy, vibrant, and property values stay higher. Property Maintenance Code enforcement helps protect residents from potential hazards and health risks as well as helping protect neighborhoods from blight and other issues.

Sometimes simple steps in maintaining a property can have huge positive impact on a neighborhood and community. A fresh coat of paint, repair of fences and retaining walls, reducing clutter on the exterior of the home, maintaining lawns and ornamental plantings, trimming overgrown bushes and tree branches, can improve the overall appearance of neighborhoods and encourages pride and a sense of community among our residents.

Lower Alsace Township has adopted the International Property Maintenance Code and utilizes the Central Berks Regional Codes Enforcement Department to undertake enforcement of property maintenance codes. The Central Berks Regional Codes Enforcement Program was established in a joint program between Lower Alsace Township and the Borough of Mt. Penn. This program is operated under the control and authority of the Central Berks Regional Police Department. The international Property Maintenance Code sets international standards that apply to existing residential and non-residential structures and existing premises. It contains clear and specific requirements governing maintenance of buildings. It constitutes minimum requirements and standards for light, ventilation, space, heating, sanitation, protection from the elements, a reasonable level of safety from fire and other hazards, and a reasonable level of sanitary maintenance.

The Department's Code Enforcement Officers are committed to working with residents and businesses that is both professional and most effective; they focus their efforts on providing opportunities for solving problems and eliminating violations. Not everything that people assert is a "quality of life" or "code violation" is something

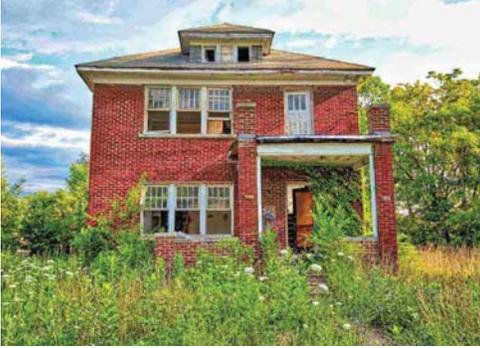
that the Central Berks Regional Codes Enforcement Department can enforce through the International Property Maintenance Code. The Department's Code Enforcement Officers will work cooperatively with the Township's Zoning Officer, Building Code Officials, the Central Berk Police Department, and other state and federal agencies on addressing issues that are observed or reported to them or the Department. If a property maintenance code violation is established, the most expedient and efficient way to solve the problem is to seek voluntary compliance.

Education is the key to reaching voluntary compliance – one of the biggest obstacles to gaining compliance is that many residents may not realize they are violating the local ordinances governing property maintenance. When members of the community help other members of the community, it becomes the best outcome for property owners and residents by working together to improve housing conditions and promote healthy homes and neighborhoods.

Unfortunately, voluntary compliance does not always happen; there are specific steps and graduated responses that are then used by the Central Berks Regional Code Enforcement Department. Each successive step is taken to seek compliant behavior and require the "enforcer" be very mindful of several potential issues as relates to judicial due process as those subsequent steps are employed. When graduated enforcement must be employed, it involves having to afford the violator a specified amount of time to come into compliance. This can have the appearance that nothing is happening, when in fact it's the opposite, a lot is happening in the enforcement process because ultimately a code violation case may end up in a court proceeding before a judge. In 2022 there have been several matters that have ended up in the local Magisterial Court where the court fined the property owners for things that could have easily been remedied upon first being notified of the code issue. If your property is found to be in violation, you will receive a written notice with the specific type of violation found. The notice will usually allow the property owner an appropriate amount of time to correct the violations – some of which may require a permit. While the township takes the enforcement of the Property Maintenance Code very seriously, we will make every effort to work with property owners who are making an attempt at corrective action.

CODE ENFORCEMENT (continued)

The most effective strategy for code enforcement is by preventing violations before they occur. When analyzing the type of property code complaints that are



investigated by the Central Berks Regional Codes Enforcement Department, most violations that are found involve things that are easily preventable.

The leading property maintenance violations involve excessive weeds and plant growth. The acceptable height limit for grass and non-ornamental planting is 10".

The next most frequent violations involves the improper accumulation of trash, rubbish, and garbage without proper storage and disposal. Lower Alsace Township also requires that residents have a private licensed trash hauler for municipal waste removal. Trash and rubbish must be stored outdoors in durable containers with tight fitting covers. These containers should be placed at the curbside no earlier than the night prior to scheduled pickup, and then removed from the street no later than midnight the day it was picked up.

Please store your Trash and Recycling containers on your property in areas that are not visible from public right-of-way areas.



ALL LOWER ALSACE TOWNSHIP PROPERTY OWNERS ARE ASKED TO HELP US MAKE A DIFFERENCE AND DO YOUR BEST TO FOLLOW THESE PRACTICES WITH YOUR PROPERTY:

- Keep your structures maintained and in good repair, structurally sound and sanitary, assuring that they do not pose a threat to the public's health, safety or welfare.
- Keep your property reasonably free of weeds, underbrush, cans, bottles, or any other refuse or debris which may create, or may tend to create, a harbor for rats or other hazard to the public health and safety of others.
- Keep the grass cut on your premises, including the grass in the sidewalk areas adjoining your premises.
- Make sure that all fences, retaining walls or similar structures are constructed in a workmanlike manner and properly maintained in a state of good repair.
- Keep all accessory structures, including detached garages, sheds, cabanas and swimming pools maintained in structurally-sound condition and in overall good repair.
- Each structure to which a street number has been assigned is required to have such number displayed so that it can be easily observed and readable from the public right-of-way.
- Make sure your driveways and walkways are in proper states of repair, free of hazardous conditions.
- Each dwelling must have at least one smoke detector on each floor and a minimum of two smoke detectors per dwelling. Smoke detectors save lives.
- Clear snow and ice from sidewalks within 24 hours after the cessation of the snow/ice fall.

CODE ENFORCEMENT (continued)

Rental Unit Licensing

Rental Units located in Lower Alsace Township require an annual License/Permit be issued for the property prior to occupancy. This includes “any structure or portion of a structure within the Township which is occupied by someone other than the owner of the real estate for residential or commercial purposes for which the owner receives any value, including but not limited



to money, or the exchange of goods or services.” As in prior rental registration programs, whether there is or is not a lease and even

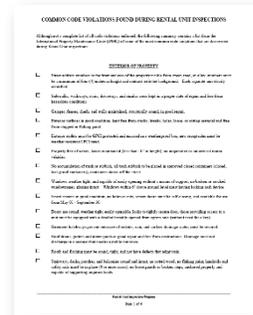
if no rent or other consideration is paid, a property occupied by anyone other than the owner is considered to be a rental unit. Also, if you own a property that contains multiple rental units, if a unit within the rental property is temporarily vacant, all units within the building must still be registered.

In order for a valid License/Permit to be issued, three things must be in place –

1. Registration of the rental unit(s) including submission of required ownership, property manager, and tenancy information, as well as payment of established fees;
2. The completion and submission of an “Addendum to Rental Agreement” by the landlord and the tenant. This addendum outlines the owner and occupants duties related to the Township’s Crime Free Residential Rental Housing Program; and
3. The passing of a Rental Unit Property inspection. This inspection is conducted bi-annually with a focus on minimal health and safety codes compliance standards, and property maintenance code compliance

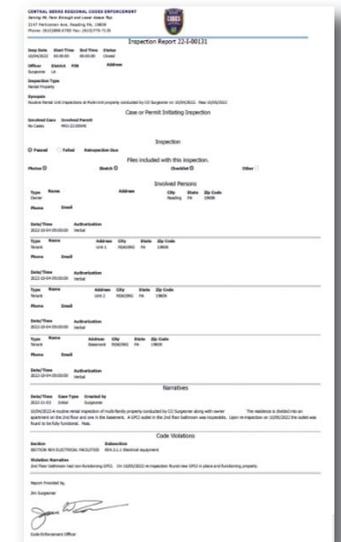
In 2023 the Township will continue to contact Rental Unit Property owners to assist them in the registration program. Rental Unit Property owners and Landlords will also be contacted when the bi-annual inspection is due in order to begin the scheduling of these

inspections. During the registration process, the rental unit owner is provided a copy of a guidance on what is



entailed during these inspections, and a checklist of things to review prior to the inspection being conducted.

These inspections focus on looking for compliance with the minimum standards that a landlord must comply with to operate a rental housing unit. These standards are in the International Property Maintenance Code (IPMC). This international code has been widely adopted by municipalities throughout the United States and provides minimum standards for basic



equipment, light, ventilation, heating, sanitation, and fire safety. Upon completion of the required inspection, a copy of an inspection report is provided to the rental unit property owner that will identify if the property passed the inspection, or if there are things that need to be corrected.

These standards help improve the entire community and are designed to improve the quality of the entire stock of the community’s rental housing, not just the properties that trigger complaints. Most landlords are responsible individuals. However, some landlords are unable for many different reasons to give their properties the attention they need leading to inadequate maintenance and management. The Central Berks Regional Codes Enforcement Department will then address the public safety and code violation issues associated with the rental unit properties that aren’t meeting the minimal standards.

DO I NEED A PERMIT?

As a general rule, the Uniform Construction Code (UCC), as well as several Lower Alsace Township Ordinances require that a property owner or the owner's authorized agent obtain a building, plumbing, electrical, mechanical and/or a zoning permit before commencing any work and that said work be inspected as per the requirement of the Township.

The following is a list of items that may and/or may not require a permit from the Township. Please note that this list is intended to assist homeowners with general questions with residential properties. We ask that you always contact the Township Office at 610-779-6400 for specific guidance and permit application forms. It is better to ask first!

We do not accept credit/debit cards, therefore any service requiring a payment is payable by cash, check, or money order.

Building Permits

Building permits are required for any new building construction, such as new homes or commercial buildings, additions to either of those types of buildings, basement renovations, roofing, swimming pools, or for renovations to either of those types of buildings.

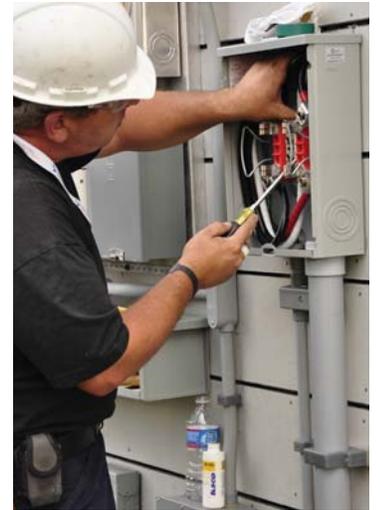


All contractors providing services in Lower Alsace Township should contact the Township office to obtain all required permits. They should also verify that the Township has current information on their business. A valid contractor's license with documentation of the required examination, as well as a current certificate of insurance, is required to be on file.

Building permits are also required for accessory structures such as decks more than 30" above grade, porches, roofs over porches or decks, carports or any shed or detached garage more than 1000 square feet in size.

Building permits are required for mechanical and electrical systems, such as solar systems, generators, replacement of HVAC units or water heaters. Building permits are required for renovations of plumbing systems such as renovating a bathroom.

Residential electrical permits are required for any new work to erect, install, enlarge, alter, convert or replace any electrical system. Work such as repairing or replacing an individual electrical device, such as a switch or receptacle, does not require a permit. Any work that requires new wiring or devices/fixtures to be installed does require a permit.



Commercial electrical permits are required for any new work to erect, install, enlarge, repair, alter, convert, or replace any commercial electrical system.

Plumbing and mechanical permits are required for all projects that will install, enlarge, alter, repair, remove, convert, or replace any plumbing system and/or mechanical system, the installation of which is regulated by the plumbing code.

Simple replacements of plumbing fixtures do not require permits – items such as replacing a kitchen sink faucet or replacing a toilet. If there are changes to the water or sanitary piping systems, permits will be required.

Please contact Corrie Zana, Assistant Secretary, if you have any questions with this process.

DO I NEED A PERMIT? (continued)

Zoning Permits

Zoning permits are required for accessory structures such as decks less than 30" above grade, patios, and sheds and detached garages less than 1,000 square feet.

Zoning permits are also required for fences, new driveways, expansions of existing driveways and new sidewalks.



A "zoning permit" is not required for replacement of existing public sidewalks or curbs, but these get a permit card to show that they have submitted an application to document the replacements and to make sure that they comply with the Township's standard details for the curbs and sidewalks.

A change of use, such as a new tenant in an existing commercial building, requires a zoning permit to verify that the proposed use is allowed at that location.

Likewise, home occupation business require a zoning permit to document their presence in the home and to verify that they will comply with the zoning ordinance requirements for home occupations. There are two types of home occupations. **Type 1** is a "No Impact Home Occupation" where there are no outward signs of a business and there are no clients or customers coming to the site. **Type 2** is a home occupation where there may be clients coming to the site and there may be a sign outside at the house to denote that there is a business there.

All variations from existing guidance in the joint zoning ordinance, such as exceeding the maximum height of a fence or establishing a commercial enterprise in a property zoned for residential use, may also require a review by both the Planning Commission and the Zoning Hearing Board. There are fees associated with the applications.

Please contact Corrie Zana, Assistant Secretary, if you have any questions with this process.



DO I NEED A PERMIT?

Property Settlement and Infiltration Inspections

Before a building or home is used, occupied, transferred or sold, the Township must perform an inspection and issue a Use & Occupancy Certificate to ensure that the structure meets the building code and safety requirements for those accessing or residing in the structure. Among the requirements under the various UCC and International Property Maintenance Codes, the Township Code Inspector will check smoke detectors, sidewalks, curbing and other safety-related items.

A checklist that will be utilized by the code inspector is listed on the back of the Use & Occupancy Certificate application. Please note that either the buyer or the seller may apply for a Use & Occupancy Approval and it must be obtained prior to the scheduled settlement date.

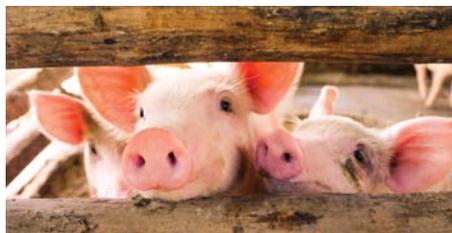
If your property is connected to the public sewerage system, you will be required to obtain an approved infiltration permit inspection prior to settlement of your property. This inspection will contribute towards the protection and preservation of the sewer treatment plant which is critical to the health



and welfare of the township residents. It is important to note that the Use and Occupancy inspections performed by the Township should not be considered a substitute for what is commonly referred to as a "home inspection". The inspections do not represent any warranty on behalf of the Township and buyers are advised to arrange for an independent home inspection, if they so desire. If you need a property settlement or infiltration inspection, please contact Bette Petrov, Property Transfer Clerk at 610-779-6400 or by email at bpetrov@latownship.org.

Permits for Chickens, Other Poultry, Farm Animals and Other Exotic Animals

The Township has received an increased number of inquiries as to the rules which apply to residents who wish to keep chickens and other farm and exotic animals. Guidance can be found under Section 710 of the Joint Zoning Code of 2011 (for Lower Alsace Township and Mount Penn Borough), which states that there are annual licenses issued and initial year inspections performed to verify the safe housing of the animals. The Joint Zoning Code was adopted under Ordinance 218. Property lot size, the zoning



district in which the property is located, and the types of animals permitted. If you wish to raise any of these types of



animals on your property, please contact Corrie Zana, Township Secretary, at 610-779-6400 or by email at secretary@latownship.org for a copy of the Ordinance, or for the required permit applications.



DO I NEED A PERMIT? (continued)

Dumpsters

If you need a dumpster to be delivered to your property but cannot place it on your property, you may be permitted to temporarily park it on the Township's Street with an approved permit to assure that the location will permit safe travel for the motorists and to assure that all protections are in place to preserve the township road surface. If you need a dumpster permit, please contact Corrie Zana at 610-779-6400 or by email at secretary @latownship.org.



No permits are required for:

- Decorative landscape features (non-structural items such as trellises, ponds less than two feet in depth, or landscape block walls less than four feet in height), non-structural changes such as concrete patios or walkways within the property
- Dish antenna provided it's no greater than three feet in diameter
- Remodeling with no structural modification and no additions, alterations nor any relocation of plumbing, heating or electrical installations
- Replacement of existing electrical fixtures, switches, receptacles and circuit breakers, except where wiring replacement is part of the scope of work
- Recreational apparatus, such as swing set or basketball hoop
- Routine maintenance and replacement of finishes such as carpet, hardwood flooring, tile, paint and wallpaper
- Siding
- Tent or canopy (residential)
- Window or door replacement with no change in the size or location of opening
- Swimming pool less than 24 inches in height (or water depth of less than 24" per manufacturer's fill depth)
- At grade walkways and patios within property lines (public walkways improvements and repairs require permits)
- Cabinetry and furniture without electrical and plumbing connections
- Repairs of pipes, valves or fixtures and the removal and reinstallation of water closets (toilets), provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures
- Portable heating, ventilation and cooling units
- The replacement of any minor part that does not alter the approval of equipment or an appliance or make such equipment or appliance unsafe
- Self-contained refrigeration systems that contain 10 pounds or less of refrigerant, or that are actuated by motors of 1 horsepower or less

Regardless as to permit requirements always call before you dig...



**Know what's below.
Call before you dig.**

RECYCLING GUIDELINES

How to Prepare Your Recycling Bin: General Guidelines

The collection, recycling, and reuse of many common household materials conserves natural resources, diverts waste from landfills, and supports the employment of more than 66,000 workers of Pennsylvania's recycling marketplace. Approximately 11.6 million residents have convenient access to recycling, and many of those have access to one of the more than 1,050 curbside collection programs. In 2015 alone, Pennsylvanians recycled over 7.75 million tons of resources. Despite these figures, potentially recyclable material continues to be lost each year due to growing contamination. Following a few simple guidelines at the recycling bin can greatly impact the safety, quality, and effectiveness of the recycling stream.

Materials That Cause Problems

The most common materials that cause problems include plastic bags, plastic film, garden hoses, and wiring. Never include any material that may bind or restrict recycling sorting machinery. Sortation lines are routinely shut down due to the inclusion of these materials, which must be manually removed and disposed of by workers.

Never include any potentially hazardous material in your curbside bin. Examples are propane tanks, broken glass, needles, batteries, etc. In addition to contributing to contamination in the recycling stream, these materials are dangerous to the haulers and workers handling this material.

Commonly Accepted and Unacceptable Material

While not all inclusive, below are some of the most common items we ask you to keep in and out of the recycling toter:

Include:

- Plastic bottles and containers
- Cardboard and paperboard
- Aluminum, tin and steel cans
- Magazines and newspapers
- Glass bottles and containers

Do Not Include:

- Non-recyclable plastic bags or plastic films
- Any soiled/wet/greasy material
- Food waste
- Disposable polystyrene containers (styrofoam)
- Broken glass
- Ceramics, crystal, and leaded glass
- Plastic toys, bins, bulk items
- Propane tanks

See below as examples for why actual loads were rejected



RECYCLING GUIDELINES (continued)

Preparing Your Recycling Bin

Clean Recyclables. A quick rinse in most cases is adequate in removing food waste residue. However, if the container or material is heavily soiled with food waste residue or grease, and cannot be cleaned, it should be discarded in the trash.

Dry Recyclables. After rinsing out containers, ensure all containers are free of excessive moisture. Moisture itself can contaminate the recycling stream as it greatly degrades the quality and recoverability of cardboard and other fiber-based materials.

Don't Break Glass. Aside from being a hazard to collectors and workers on the sorting line, broken glass degrades the quality and recoverability of fiber-based materials.

Put in the Correct Recyclables. Incorrect material causes contamination and good recyclable material can end up in a landfill.

Frequently asked questions from Lower Alsace Residents:

My bin is too big, can I use other containers on recycling day?

Using the township bin is preferable but you may use another weatherproof container that would enable the recycling contractor to identify it as a recycling container.

My bin isn't big enough, where can I place my additional recyclables?

First, congratulations for so effectively supporting the Township's recycling efforts. You may purchase a second recycling container from the Township (at cost) or you may use your own weatherproof container to place beside the township's recycling container to be sure the recycling contractor is able to identify it as a recycling container. While the use of plastic bags are discouraged, **clear, recyclable bags** may be used as additional receptacles to the township's recycling bin.

They missed picking up my recyclables, what should I do?

If your recycling containers were out prior to 6:00 am on the designated recycling day; and if there is nothing unacceptable in the bin (see examples on page 11), then please phone the township office at 610-779-6400 anytime before 10:00 am the Tuesday after the scheduled collection day and we will contact Eagle Disposal for you.

Thanks very much for your cooperation.

A good resource for additional information on county-wide recycling programs can be found on the Berks County Solid Waste Authority Website www.co.berks.pa.us/swa

RECYCLING GUIDELINES (continued)

It's Easy!

When you recycle with Eagle Disposal, you put all your recyclables into a specially designed container.

RECOMMENDED RECYCLABLES



CANS

Aluminum & Steel



PLASTIC

Clean Bottles & Containers: 1,2 & 5



PAPER

Clean & Dry Newspapers, Magazines & Office Paper



GLASS

Clean Bottles & Jars All Colors



CARDBOARD

Dry & Flattened, No Food Contact



CARTONS

Clean Food & Cereal Boxes

WHEN IN DOUBT → THROW IT OUT!

DO NOT PLACE THE FOLLOWING ITEMS IN YOUR RECYCLE BIN



NO Plastic Bags



NO Food/Liquid



NO Garden Hoses



NO Clothing



NO Diapers



NO Medical Waste



NO Scrap Metal



NO Styrofoam

NO Electronics!

By law, electronic waste cannot be collected at curbside.

EARTH DAY CLEANUP

For Lower Alsace Township Residents Only

Saturday, April 22, 2023 (as permitted)

8:00 am to 1:00 pm

at the Lower Alsace Township Municipal Building



The Lower Alsace Township Supervisors will be hosting a Spring Cleanup program for the benefit of Lower Alsace Township residents and property owners on **Earth Day Weekend 2023 (as permitted)**. Please plan to take advantage of this one day to conduct your neighborhood cleanup programs or just to bring junk you've been hoping to get rid of for some time. You may even want to drop in and volunteer your time to help the Township Supervisors with this community cleanup effort.



The Township will be arranging for several large dumpsters; the purpose of which will be for the easy disposal of your unwanted items. Mattresses and box springs can be dropped off for a \$30.00 fee for each item. Furniture will be accepted. If you have specific items you wish to drop off, please contact the office before the scheduled date to confirm that it will be accepted.

Tires will **NO** longer be accepted. Items such as tires, electronic waste, hazardous waste, pharmaceutical waste, and paper shredding can be recycled at the Berks County Recycling Center, located at 1316 Hilltop Road in Leesport. Please review dates and times for collection of these items by referring to the County of Berks website under Departments/ Solid Waste Authority, or by calling the Authority at 610-478-6362.

***Absolutely no garbage, electronic waste,
pharmaceutical waste, hazardous waste,
nor yard waste will be accepted.***

The Township reserves the right to reject any item that is determined to be unacceptable for this cleanup program.

2023 TAX NOTICES

Attention all Lower Alsace Township Residents and Property Owners:

The Township and County 2023 Real Estate Taxes, Township Recycling Fees and the Township Per Capita Taxes will be mailed in the Spring.

Please note that to avoid waiting in line you can send your payment, together with a self-addressed, stamped envelope (to receive your receipt of payment) to the address on your tax bill:



Patrick Duggan, Tax Collector
624 Angora Road
Reading, PA 19606

If you still wish to pay your real estate taxes in person at the Lower Alsace Township Office, please note that the schedule printed on your tax bill will be **the only dates and times reserved by the Tax Collector for you to pay in person.**

TOWNSHIP PER CAPITA TAX

FOR ALL Residents 18 and older, please make sure you have received your Per Capita Tax Bill. Your Lower Alsace Township Per Capita Tax will be mailed to you and collected by the:



1125 Berkshire Boulevard, Wyomissing, PA 19610 610-372-8439

Please note that any unpaid Per Capita Tax bill will be turned over to a delinquent tax collection agency for collection and you may be liable for a penalty much larger than the \$10.00 tax!

Snow and/or Ice Emergency

In order to facilitate the movement of traffic and to clear roads of snow and/or ice on the roads, the Lower Alsace Township Supervisors may declare a snow emergency. When that emergency is declared, the roads listed below have been designated snow emergency routes. During the declared emergency, the parking of a vehicle will be prohibited, and operation of a vehicle without adequate equipment to keep such vehicle in motion, will be prohibited on these streets. The snow emergency status does not imply that these streets will receive priority in the plowing cycle. Please tune in to your local WFMZ Channel 69 Television; WEEU radio, or the Township Website and Facebook page for the latest snow emergency information for Lower Alsace Township.



Snow Emergency Routes for Lower Alsace Township

Harvey Avenue – from Carsonia Avenue to Exeter Township Line

Columbia Avenue – from Carsonia Avenue to Roosevelt Avenue

Marshall Avenue (Stony Creek) – from Antietam Road to Logan Street

Prospect Street – from Carsonia Avenue to N. 26th Street

Cherrydale Avenue – from Friedensburg Road to its intersection with Carsonia Avenue

Melrose Avenue – from Carsonia Avenue to Friedensburg Road

LOWER ALSACE TOWNSHIP ADOPT-A-HIGHWAY PROGRAM

Lower Alsace Township

1200 Carsonia Avenue, Reading, PA 19606

Contact: Don Pottiger, Manager
dpottiger@latownship.org

For: Lower Alsace Families, Organizations
and Businesses

Lower Alsace Township Adopt-A-Highway Program

Under the Adopt-A-Highway program, volunteer groups or individuals agree to become special caretakers of portions of township roads for a one-year period and hopefully longer. The groups agree to pick up litter on these segments at least four times a year. In return, Lower Alsace Township will place identification signs along the road acknowledging the adopting group, similar to the one below where members of the Antietam Valley Community Partnership have stepped up to adopt a road in Lower Alsace Township by adopting Spook Lane.



If you are interested in becoming part of the Adopt-A-Highway Program like the members of the Antietam Valley Community Partnership has done, please contact the Township Office at 610-779-6400.

Thank you

LOWER ALSACE TOWNSHIP AFFILIATES

Police Protection

CENTRAL BERKS REGIONAL POLICE DEPARTMENT

The Police Department is located at: 2147 Perkiomen Avenue, Mount Penn, PA 19606

Non-emergency phone: 610-655-4911

website: www.centralberks.org

www.facebook.com/pages/Central-Berks-Regional-Police

About us: The Central Berks Regional Police Department includes 21 sworn law enforcement officers and one civilian Administrative Assistant that provides 24/7 police coverage to the residents of Mount Penn Borough, Lower Alsace Township, Saint Lawrence Borough, and Oley Township. Collectively, we serve a population of over 13,000 residents across a 30-square mile region of Berks County. Our patrol officers are assigned to four squads. Each squad works 12-hour shifts. Our patrol division's primary duty is to respond to calls for service along with traffic enforcement, but some of our officers are also involved in various community policing programs. The Central Berks Regional Police Department also has a criminal investigation division which consists of one Detective Sergeant, one Narcotics Investigator, and one Criminal Detective. The Detective Sergeant and Criminal Detective handle all criminal cases that require further investigation beyond an initial report taken by the patrol division. Examples of cases handled by the criminal investigation division are: homicides, assaults, sexual offenses, burglaries, robberies, credit card frauds, identity theft, etc. The Narcotics Investigator handles all drug-related cases. The Central Berks Regional Police Department also has an Accident Reconstruction Unit and Bike Patrol Unit.

Mission Statement: The mission of the Central Berks Regional Police Department is to work in true partnership with our fellow citizens of Lower Alsace Township, Mount Penn Borough, Saint Lawrence Borough, Oley Township, and the Police Zone of Alsace Township. We strive to enhance the quality of life through law enforcement and reduce the fear and incidence of crime. In accomplishing these goals, service will be our commitment; honor and integrity our mandate.

Additional Services:

- **Car Seat Safety Check** – Officer Strobel is certified to check proper installation of car seats and booster seats. Please call the office to schedule an appointment.
- **Fingerprinting** – Fingerprinting service is provided at a cost of \$25. Please call the office to schedule an appointment.
- **Medication Drop Box** – Any unused, unwanted, or expired medications can be dropped off in our lobby during office hours. Medications should remain in their original containers. Personal information should be crossed out, but information about the medication should be legible.
- **Report Requests** – Requests for a police report can be submitted to our office in person during office hours, or by mail, fax, or e-mail. The cost of each report is \$15, payable by cash, check, or money order. Include a self-addressed stamped envelope or a toll-free fax number to ensure prompt delivery of the report. Please note that certain reports will not be available for release due to criminal history laws. Visit our website for a request form.
- **Security Services** – A request for security services by a police officer must be in writing and submitted at least two (2) weeks in advance of the event. Please visit our website for a request form.
- **Tours** – Individual or group tours of the police station are given by appointment only. Please call the office at least seven (7) days in advance to schedule a tour.
- **Vacation Check** – the Department will provide a courtesy patrol past your home while you are on vacation. Just fill out the Vacation Notice (online) and submit it to us at least three (3) days in advance of your departure date. Please note, we will not accept a Vacation Notice if someone will be staying in your home while you are away.

Central Berks is on **CRIMEWATCH** and citizens are urged to download the **CRIMEWATCH** app on their smartphone or tablet, search for Central Berks PD, and follow them.

LOWER ALSACE TOWNSHIP AFFILIATES (continued)

Antietam Valley Community Partnership

The Antietam Valley Community Partnership (AVCP) was founded to improve the quality of life in the Antietam Valley, which includes the Boroughs of Mount Penn and Saint Lawrence, the Township of Lower Alsace, and the immediately surrounding area.

website: www.antietamvalley.org

AVRCC Antietam Valley Recreation and Community Center

website: <https://antietampool.org>

Antietam Pool is the home of the **LARGEST POOL IN BERKS COUNTY**, one of three pools on the grounds! In addition to the **historic Main Pool**, Antietam has an **Olympic Lap Pool** and a **Baby Pool with a Mushroom Fountain**.

The expansive grounds contain an exceptional concession stand, a basketball/volleyball court, a large pavilion available for rental, two shuffleboard courts and a game room with ping pong and other games. Antietam Pool features newly-painted locker rooms and restroom facilities, and a separate family bathroom for the little ones. Antietam Pool employs seasonal managerial and maintenance staff, in addition to approximately 40 lifeguards.

Many volunteers from the community have donated their time to improve the facility, including a cadre of professional painters, an annual service project by the Antietam Junior Class, and Alvernia University through the Holleran Center for Community and Global Engagement.

AVRCC rents out the recreation center located in the 900 block of Byram Street for events such as birthday parties, wedding receptions, first Holy Communion parties, baptisms, and graduation parties. The Rec Center is a free standing, one-floor brick building equipped with a kitchen, bathrooms and large open gathering area. They offer a full kitchen, dance floor and chairs/tables to seat 100. We now have heat, so the Rec Center is available year round for your event! See AVRCC website for details.

phone: 610-779-5240 (June through August)

email: office.antietampool@gmail.com (September through May)

website: <https://antietampool.org>

Antietam School District

The Antietam School District encompasses approximately 5.3 square miles and is comprised of two municipalities: Mt. Penn Borough and Lower Alsace Township and currently serves approximately 1,100 students. The Board consists of 9 members elected at large on staggered four-year terms. The Board meets on the third and fourth Monday of each month, at 7:00 pm in the Antietam School District Board room.

address: 100 Antietam Road, Reading, PA 19606

phone: 610-779-0554 | **website:** www.antietamsd.org

Berks EIT

address: 1125 Berkshire Blvd. Suite 115, Wyomissing, PA 19610

phone: 610-372-8439 | **toll free:** 855-372-8439

website: www.berkseit.com

County of Berks

address: 633 Court Street, Reading, PA 19601

website: www.co.berks.pa.us

Crime Alert Berks County

Crime Alert Berks County is an organization of interested citizens, businesses, service organizations, corporations and social clubs, which formed to help our police departments in Berks County, Pennsylvania, to obtain credible leads that will result in arrests of criminals and solving crimes.

toll-free phone: 1-877-373-9913

website: www.alertberks.org

Lower Alsace Ambulance Association

Lower Alsace Ambulance Association (LAAA) is the Lower Alsace Township and surrounding area's emergency 911 ambulance provider. LAAA services the residents and guests of the township 24/7 with advanced, intermediate, and basic life support ambulance services, in addition to standbys and PR events that occur within its borders. LAAA responds to approximately 2,000 emergencies annually with a mix of paid and volunteer EMT's and Paramedics. LAAA's principal funding sources include insurance reimbursements, ambulance memberships, municipal taxpayer support, and various federal, state, and local grant programs. LAAA is a 501(c)(3) non-profit organization.

address: 750 N. 25th Street, Reading, PA 19606

phone: 610-779-0190

website: www.laems555.org

LOWER ALSACE TOWNSHIP AFFILIATES (continued)

Lower Alsace Fire Company

Staffed with approximately 38 volunteer firemen, the company has 4 trucks, and is able to serve the community on monies it receives from donations from residents, fundraisers and an annual contribution from the Township. Contact them if you are interested in becoming a volunteer.

phone: 610-779-4200

Magisterial District Court – Justice Sandra Fegley

address: 6112 Perkiomen Avenue, Birdsboro, PA 19508

phone: 610-779-5137



Alsace and Lower Alsace Townships, Mount Penn Borough, City of Reading and County of Berks

To protect, promote and enhance the natural beauty, heritage and attractions of the Mount Penn Preserve.

website: www.mtpennpreserve.org;

www.facebook.com/MountPennPreserve

Pagoda-Skyline, Inc.

This volunteer group has organized to restore, maintain, educate and preserve the Pagoda, Fire Tower Skyline area.

website: www.pagodaskyline.org

Pennsylvania General Assembly

PA Senator Judith L. Schwank – 11th Senatorial District
210 George Street, Suite 201, Reading, PA 19605
610-929-2151

PA Representative Mark Rozzi – 126th District
4933 Kutztown Road, Temple, PA 19560
610-921-8921

PennDOT

phone: 610-929-0766

website: <http://www.dot.state.pa.us>

Utilities

ANTIETAM VALLEY MUNICIPAL AUTHORITY (SEWER)

The Antietam Valley Municipal Authority (AVMA) provides sewer service to residents of Lower Alsace, Mount Penn, and portions of Exeter and St. Lawrence.

address: 502 Butter Lane, Reading, PA 19606

phone: 610-779-0150

(484-333-1436 or 484-333-1435 24-hour emergencies)

website: www.antietamauthority.org

MOUNT PENN BOROUGH MUNICIPAL AUTHORITY

The Mount Penn Borough Municipal Authority (MPBMA) services Lower Alsace with water and water treatment.

address: 200 N. 25th Street, Reading, PA 19606

phone: 610-779-4900

website: www.mtpennwater.com

PA ONE CALL

Our purpose is to prevent damage to underground facilities. To promote safety, we provide an efficient and effective communications network among project owners, designers, excavators, and facility owners. Call before you dig!

phone: 811 or 1-800-242-1776

website: www.pa1call.org/pa811

Animal Control Services – Safety Net Sanctuary

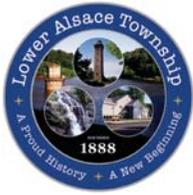
The Township has a contract with Safety Net Sanctuary to provide animal control services for the Township. If you find a stray pet, please contact Safety Net Sanctuary.

phone: 610-944-8099.

Road-Killed Deer Removal

If you locate a road-killed deer on any roads within the Township, you should report the details and location directly to the regional office of the Pennsylvania Game Commission. The Township is served by the Southeast region.

phone: 1-833-742-4868 or 1-833-742-9453.



Lower Alsace Township
1200 Carsonia Avenue
Reading, PA 19606

PRE-SORT STD
U.S. POSTAGE
PAID
REAM PRINT

Township Board of Supervisors:

James Oswald
John Theodossiou
Todd M. Weikel

Administrative Staff:

Don Pottiger, Manager/Secretary-Treasurer
Corrie Zana, Assistant Secretary
Bette Petrov, Property Registration Clerk

Solicitor: Michael A. Setley, Esq. Georgeadis || Setley

Road Crew: Carl Weikel, Road Foreman,
Ali Wilson and Dustin Wolf, Road Crewman

Tax Collector: Patrick Duggan, 484-706-2857

Antietam Valley Municipal (Sewer) Authority:

502 Butter Lane, 610-779-0150

Mount Penn Borough Municipal (Water) Authority:

200 N. 25th Street, 610-779-4900

Building Code & Electric Code Officers:

Terry Naugle, Great Valley Consultants, 610-375-8822

Zoning Officer:

Terry Naugle, Great Valley Consultants 610-375-8822

Plumbing Code and Mechanical Code Officer:

Brian Sands – 610-780-2345

Property Settlement Inspector:

Brian Sands – 610-780-2345

Central Berks Codes Program Administrator:

James Lorah – 610-779-6400

Sewage Enforcement Officer: Quinn Haller,

Technicon Enterprises, 610-286-1622

Engineer: Joseph Rogosky, Great Valley Consultants,
610-375-8822

Planning Commission: Homer Williams, Thomas
Watcke, Joel Reber, David Kurtz and Kim Alarcon;
Tom Orth, alternate

Zoning Hearing Board: Michael Farrara, Charles
Snyder and John Eisenhard; Tom Koch, alternate

Board of Auditors: Barry Groebel, Linda Orth and
Alexander Platz

Be sure to make your voice count!

2023 Primary Election day is May 16

2023 General Election day is November 7

For information on registration and voting please call the Berks County Elections
Department at 610-478-6490 or go to www.co.berks.pa.us/elections.

Your polling locations in Lower Alsace Township

Precinct 01: Lower Alsace Ambulance Building, 750 N. 25th Street –
25th and Harvey Streets

Precinct 02: Lower Alsace Township Building, 1200 Carsonia Avenue



Township office located at 1200 Carsonia Avenue, Reading PA 19606

Hours 8:00 am to 4:00 pm Monday through Friday except holidays

Phone 610-779-6400 | Fax 610-370-0797