

ASA CREATION PUBLIC NOTICE

(TOWNSHIP LETTERHEAD)

TO: Citizens of _____ Township, _____ County

FROM: _____, (title)
_____ Township Board of Supervisors

DATE:

RE: Public notice for the creation of an Agricultural Security Area

This announcement will hereby serve to notify the citizens of _____ Township, _____ County, that the _____ Township Board of Supervisors has received a proposal for the creation of an Agricultural Security Area within _____ Township, pursuant to the Agricultural Area Security Law, Act 43 of 1981.

The aforementioned proposal is currently on file and available for public inspection at the _____ Township Municipal Office, (township municipal office address), between the hours of _____ and _____.

Any affected Municipality and any landowners who own land which is within, adjacent to, or near the area proposed to be included in the proposed Agricultural Security Area may propose changes to the proposed Agricultural Security Area within 15 days of the date this notice is published. Such proposed changes must be submitted to the _____ Township Office on or before (15 days from notice date).

Upon expiration of the aforementioned 15-day period, the proposed Agricultural Security Area and any proposed changes will be submitted to the _____ Township Planning Commission, the _____ County Planning Commission, and the _____ Township Agricultural Security Area Advisory Committee for review and recommendation. Thereafter, a public hearing will be held by the Township Supervisors to consider the Agricultural Security Area proposal, any proposed modifications and any recommendations from the Planning Commissions and the Agricultural Security Area Advisory Committee.

A copy of this notice is posted at the following public places:

- 1.
- 2.
- 3.
- 4.
- 5.

ASA CREATION PUBLIC HEARING NOTICE

(TOWNSHIP LETTERHEAD)

TO: Citizens of _____ Township, _____ County

FROM: _____, (title)
_____ Township Board of Supervisors

DATE:

RE: Public Hearing notice for the creation of an Agricultural Security Area

In accordance with the provisions of the "Agricultural Area Security Law" Act of June 30, 1981, P.L. 128, No. 43, (3 P.S. §§901-915) and all revisions to this statute, through Act 14 of 2001 (the "Act"), **NOTICE IS HEREBY GIVEN** that a Public Hearing will be held by the _____ Township Board of Supervisors on the ***insert date*** day of *** insert month ****, 20__ at _____ p.m. at *** insert address ****.

The purpose of the Hearing is to review the creation of an Agricultural Security Area involving the proposals of the following owners, parcels, and acreage within _____ Township, _____ County, Pennsylvania.

Name(s) of Owner(s)

Tax Parcel No.

No. of Acres/Parcels

The _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee have recommended approval of the above subject, proposed creation by the _____ Township Board of Supervisors. After reviewing and considering the subject agricultural security area creation proposal, the recommendations relative thereto of the _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee, the factors set forth in Section 7 of the Act (3 P.S. §907), and any written or oral comment offered at the public hearing, the _____ Township Board of Supervisors may proceed, at the conclusion of the public hearing, to adopt the subject proposal or modification of the proposal the board deems appropriate.

The present notice has been published in accordance with the requirements of the Act of July 3, 1996, P.L. 388, No. 84, known as the "Sunshine Act." True and correct copies of the present notice have also been mailed to all landowners within the proposed agricultural security area.

A copy of this notice is posted at the following public places:

- 1.
- 2.
- 3.
- 4.
- 5.

ASA ADDITION PUBLIC NOTICE

(TOWNSHIP LETTERHEAD)

TO: Citizens of _____ Township, _____ County

FROM: _____, (title)
_____ Township Board of Supervisors

DATE:

RE: Public notice for an addition to an Agricultural Security Area

This announcement will hereby serve to notify the citizens of _____ Township, _____ County, that the _____ Township Board of Supervisors has received a proposal / proposals for addition(s) to the _____ Agricultural Security Area within _____ Township, pursuant to the Agricultural Area Security Law, Act 43 of 1981.

The aforementioned proposal(s) is currently on file and available for public inspection at the _____ Township Municipal Office, (township municipal office address) between the hours of _____ and _____.

Any affected Municipality and any landowners who own land which is within, adjacent to, or near the area(s) proposed to be included in the addition(s) to the above named Agricultural Security Area may propose changes to the proposed addition(s) within 15 days of the date this notice is published. Such proposed changes must be submitted to the _____ Township Office on or before (15 days from notice date).

Upon expiration of the aforementioned 15-day period, the proposed addition(s) to the above named Agricultural Security Area and any proposed changes will be submitted to the _____ Township Planning Commission, the _____ County Planning Commission, and the _____ Township Agricultural Security Area Advisory Committee for review and recommendation. Thereafter, a public hearing will be held by the Township Supervisors to consider the _____ Agricultural Security Area addition proposal, any proposed modifications and any recommendations from the Planning Commissions and the Agricultural Security Area Advisory Committee.

A copy of this notice is posted at the following public locations:

- 1.
- 2.
- 3.
- 4.
- 5.

ASA ADDITION PUBLIC HEARING NOTICE

(TOWNSHIP LETTERHEAD)

TO: Citizens of _____ Township, _____ County

FROM: _____, (title)
_____ Township Board of Supervisors

DATE:

RE: Public Hearing notice for an addition to an Agricultural Security Area

In accordance with the provisions of the "Agricultural Area Security Law" Act of June 30, 1981, P.L. 128, No. 43, §2, and all revisions to this statute through Act 14 of 2001 (the "Act"), **NOTICE IS HEREBY GIVEN** that a Public Hearing will be held by the _____ Township Board of Supervisors on the ***insert date*** day of *** insert month ****, 20__ at _____ p.m. at *** insert address ****.

The purpose of the Hearing is to review additions to the ***insert ASA name*** Agricultural Security Area involving the proposals of the following owners, parcels, and acreage within _____ Township, _____ County, Pennsylvania.

<u>Name(s) of Owner(s)</u>	<u>Tax Parcel No.</u>	<u>No. of Acres/Parcels to be added</u>
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The _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee have recommended approval of the above subject, proposed additions by the _____ Township Board of Supervisors. After reviewing and considering the subject agricultural security area addition proposal, the recommendations relative thereto of the _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee, the factors set forth in Section 7 of the Act (3 P.S. §907), and any written or oral comment offered at the public hearing, the _____ Township Board of Supervisors may proceed, at the conclusion of the public hearing, to adopt the subject proposal or modification of the proposal the board deems appropriate.

The present notice has been published in accordance with the requirements of the Act of July 3, 1996, P.L. 388, No. 84, known as the "Sunshine Act." True and correct copies of the present notice have also been mailed to all landowners within the proposed agricultural security area.

A copy of this notice is posted at the following public locations:

- 1.
- 2.
- 3.
- 4.
- 5.

**ASA CREATION PUBLIC HEARING NOTICE LETTER TO LANDOWNERS
AND THOSE REQUESTING MODIFICATIONS**

*** Example letter notifying landowners about the public hearing for the proposed creation of an ASA. This letter and the legal notice of the hearing should be sent to all landowners in the proposed ASA and to all persons proposing modifications to the proposed ASA.

(TOWNSHIP LETTERHEAD)

TO: _____ Township
Agricultural Security Area Landowners
Individuals Proposing Modifications to the _____ Agricultural Security Area

FROM: _____, *(title)*
_____ Township

DATE:

RE: Public Hearing notice for the creation of an Agricultural Security Area in
_____ Township

In accordance with the requirements of the “Agricultural Area Security Law,” enclosed herewith is a copy of the above-referenced Public Hearing Notice. Please note that landowners are welcome, but are not required, to attend such public hearing (unless you have changed your mind concerning the inclusion of your land within the subject, proposed agricultural security area, in which case you definitely should attend the public hearing to state such position). Anyone proposing modifications to the proposed Agricultural Security Area should attend the public hearing to state his/her reasons for the proposed modification.

Thank you for your interest and participation in this project.

SEVEN YEAR REVIEW PUBLIC NOTICE

(TOWNSHIP LETTERHEAD)

TO: Citizens of _____ Township, _____ County

FROM: _____, (title)
_____ Township Board of Supervisors

DATE:

RE: Public notice for the 7-year review of an Agricultural Security Area

This announcement will hereby serve to notify the citizens of _____ Township, _____ County, that the _____ Township Board of Supervisors will conduct a review of the _____ Agricultural Security Area within _____ Township, pursuant to the Agricultural Area Security Law, Act 43 of 1981.

The aforementioned ASA description is currently on file and available for public inspection at the _____ Township Municipal Office, (township municipal office address) between the hours of _____ and _____.

Any affected Municipality and any landowners who own land which is within, adjacent to, or near the area proposed to be continued in the agricultural security area may propose changes to the agricultural security area within 30 days of the date this notice is published. Such proposed changes must be submitted to the _____ Township Supervisors, the County and Township Planning Commissions, and the Township Agricultural Security Area Advisory Committee at the _____ Township Municipal Office on or before (30 days from notice date).

Upon expiration of the aforementioned 30-day period, the existing Agricultural Security Area and any proposed changes will be submitted to the _____ Township Planning Commission, the _____ County Planning Commission, and the _____ Township Agricultural Security Area Advisory Committee for review and recommendation. Thereafter, a public hearing will be held by the Township Supervisors to consider the continuation/proposed modifications and recommendations of the Planning Commissions and the Agricultural Security Area Advisory Committee.

A copy of this notice is posted at the following public places:

- 1.
- 2.
- 3.
- 4.
- 5.

SEVEN YEAR REVIEW LETTER TO LANDOWNERS

(TOWNSHIP LETTERHEAD)

(DATE)

(Landowner Name)

(Address)

(City, State, Zip)

Dear _____,

Your property is listed in an ASA (Agricultural Security Area) in _____ Township. It is time for the Township to review the ASA and make any modifications that are necessary.

Please complete and return the bottom of this form by _____ (date) _____ to indicate your decision to remain in the ASA or to be removed from it.

If there have been any changes to your property such as a change in ownership or an increase or decrease in size, PLEASE NOTIFY THE TOWNSHIP IN WRITING OF THESE CHANGES.

If you know of anyone interested in joining an ASA, please have him or her contact the township as soon as possible.

Thank you,

_____, (title)
_____ Township

 YES, I wish to remain in the _____ Township Agricultural Security Area.

No, Please remove my property, tax parcel number(s) _____, from the _____ Township Agricultural Security Area.

Landowner Name(s)

Date

Landowner Signature(s)

Please complete this form by _____ (date) _____ and return it to:

_____, (title)
_____ Township
(mailing address)
(city, state, zip code)

SEVEN YEAR REVIEW PUBLIC HEARING NOTICE

(TOWNSHIP LETTERHEAD)

TO: Citizens of _____ Township, _____ County

FROM: _____, *(title)*
_____ Township Board of Supervisors

DATE:

RE: Public Hearing notice for the seven-year review of the _____
Township Agricultural Security Area

In accordance with the provisions of the “Agricultural Area Security Law” Act of June 30, 1981, P.L. 128, No. 43, §2, and all revisions to this statute through Act 14 of 2001 (the “Act”), **NOTICE IS HEREBY GIVEN** that a Public Hearing will be held by the _____ Township Board of Supervisors on the ***insert date*** day of *** insert month ***, 20__ at __ p.m. at *** insert address ****.

The purpose of the Hearing is to fulfill the requirements for conducting a seven-year review of the ***insert ASA name*** Agricultural Security Area involving the proposals of the following owners, parcels, and acreage within _____ Township, _____ County, Pennsylvania.

<u>Name(s) of Owner(s)</u>	<u>Tax Parcel No.</u>	<u>No. of Acres/Parcels</u>
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(Modifications)

(Additions)

(Deletions)

The _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee have recommended approval of the above subject, proposed changes during the seven-year review, by the _____ Township Board of Supervisors. After reviewing and considering the subject agricultural security area seven year review changes, the recommendations relative thereto of the _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee, the factors set forth in Section 7 of the Act (3 P.S. §907), and any written or oral comment offered at the public hearing, the _____ Township Board of Supervisors may proceed, at the conclusion of the public hearing, to adopt the subject proposal or modification of the proposal the board deems appropriate.

The present notice has been published in accordance with the requirements of the Act of July 3, 1996, P.L. 388, No. 84, known as the “Sunshine Act.” True and correct copies of the present notice have also been mailed to all landowners within the proposed agricultural security area.

A copy of this notice is posted at the following public locations:

- 1.
- 2.
- 3.
- 4.
- 5.

SEVEN YEAR REVIEW PUBLIC HEARING LETTER TO LANDOWNERS AND THOSE REQUESTING MODIFICATIONS

*** *Example letter notifying landowners about the public hearing for an ASA Seven Year Review. This letter and the legal notice of the hearing should be sent to all landowners in the ASA and to all persons proposing modifications to the ASA.*

(TOWNSHIP LETTERHEAD)

TO: _____ Township
Agricultural Security Area Landowners
Individuals Proposing Modifications to the _____ Agricultural Security Area

FROM: _____, (title)
_____ Township

DATE:

SUBJECT: Public Hearing Notice for the Seven-Year Review of the _____ Township
Agricultural Security Area

In accordance with the requirements of the "Agricultural Area Security Law," a copy of the above-referenced Public Hearing Notice is enclosed herewith. Please note that landowners are welcome, but are not required, to attend such public hearing (unless you have changed your mind concerning the inclusion of your land within the subject agricultural security area, in which case you definitely should attend the public hearing to state such position). Anyone proposing modifications to the Agricultural Security Area should attend the public hearing to state their reasons for the proposed modifications.

Thank you for your interest and participation in this project.

TOWNSHIP RESOLUTION FOR ASA ADOPTION/ADDITION

**RESOLUTION OF THE _____ TOWNSHIP BOARD OF SUPERVISORS
ADOPTING AND APPROVING _____ TOWNSHIP, _____ COUNTY,
PENNSYLVANIA AGRICULTURAL SECURITY AREA PROPOSAL WITH ADDITIONS
AND MODIFICATIONS.**

WHEREAS, a proposal has been submitted to the _____ Township Board of Supervisors for the review of the _____ Township, _____ County, Pennsylvania Agricultural Security Area, in accordance with the provisions of the "Agricultural Area Security Law," Act of June 30, 1981, P.L. 128, No. 43, §2, and all revisions to the said statute through Act 14 of 2001 (the "Act"), a true and correct copy of which is attached hereto and made a part hereof (the "Proposal"); and

WHEREAS, in response to the Proposal, the Township Board of Supervisors has complied with and completed the procedures and considerations prescribed in Sections 5, 6, and 7 of the Act; and

WHEREAS, the Proposal includes the following owners, parcels, and acreage within _____ Township, _____ County, Pennsylvania.

Name(s) of Owner(s) Tax Parcel No. No of Acres/Parcel

(Reviewed Properties)

(Modifications)

(Additions)

(Deletions)

WHEREAS, after duly advertised public hearing and after consideration of the factors mentioned in Section 7 of the Act, the _____ Township Board of Supervisors desire to approve and adopt the review, modifications, additions and deletions to the _____ Township, _____ County, Pennsylvania Agricultural Security Area.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, that the present Resolution, the Proposal and a description of the subject _____ Township, _____ County, Pennsylvania Agricultural Security Area review, modifications, additions, and deletions, shall be filed forthwith in the Office of the Recorder of Deeds of _____ County, Pennsylvania, with the _____ Township, _____ County, Pennsylvania Planning Commission and the _____ County, Pennsylvania Planning Commission, and with the _____ County Land Preservation Office.

IN WITNESS WHEREOF, the present Resolution has been duly adopted by a unanimous vote of the _____ Township Board of Supervisors in public session duly convened this _____ day of _____, 20__.

_____ TOWNSHIP,
COUNTY, PENNSYLVANIA
TOWNSHIP BOARD OF SUPERVISORS

ATTEST:

Secretary

Chairman

Supervisor

Supervisor

(seal)

COMPLETED PROPOSAL FORM SHOULD FOLLOW THIS PAGE TO BE RECORDED!

SECRETARY OF TOWNSHIP NOTARIZATION LETTER

CERTIFICATE

I, the undersigned, the duly appointed and incumbent Secretary of _____ Township, _____ County, Pennsylvania (the "Township"), hereby certify that: The foregoing is a true and correct copy of a Resolution of the _____ Township Board of Supervisors (the "Supervisors"), which was duly adopted by unanimous vote of the Supervisors in a public session duly convened on _____. The said Resolution has been duly recorded in the official Minutes of _____ Township, _____ County, Pennsylvania. The said Resolution remains in effect, unaltered and unamended, as of the date of this Certificate.

I further certify that the Supervisors of the Township complied with the requirements of the "Sunshine Act," Act of July 3, 1986, P.L. 388, No. 84, § 1 et seq. (65 P.S. § 271-286) as amended, relative to the adoption of the foregoing Resolution.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the official seal of the Township, this _____ day of _____, 20__.

_____, Secretary
_____ Township _____ County, Pennsylvania

NOTE: A COPY OF THE RESOLUTION MUST BE ATTACHED TO THIS LETTER WHEN SUBMITTING IT TO THE NOTARY'S OFFICE.

NOTARY PUBLIC LETTER

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF _____

On this (---insert date---), before me, a Notary Public in and for the said Commonwealth and County, personally appeared (---insert name---), known to me (or satisfactorily proven) to be the person whose name is subscribed to the within Certificate, and acknowledged that; (1) (---insert name---) executed the said Certificate for the purposes contained therein; (2) (---insert name---) is the duly appointed and incumbent Secretary of (---insert township name---) Township, (---insert county name---) County, Pennsylvania; (3) the attached description of (---insert township name---) Township, (---insert county name---) County, Pennsylvania Agricultural Security Area (the “Area”) is accurate and authentic; (4) the signatures appearing on the attached proposal for the creation of the Area are valid and authentic; and (5) the Area was properly created as provided by law by the attached Resolution of the (---insert township name---) Township Board of Supervisors.

In witness whereof, I hereto set my hand and official seal.

Notary Public

(SEAL)

**LETTER TO
PENNSYLVANIA SECRETARY OF AGRICULTURE**

(TOWNSHIP LETTERHEAD)

Secretary _____
Pennsylvania Department of Agriculture
2301 North Cameron Street
Harrisburg, PA 17110-9408

Secretary _____:

The Board of Supervisors of _____ Township, _____ County, Pennsylvania, in accordance with the Agricultural Security Law (3 P.S. Sections 901-915), do hereby inform you of the creation of the _____ Township Agricultural Security Area, adopted by resolution on the _____ day of _____, 20 _____. This agricultural security area contains a total of _____ acres under the ownership of (*---insert total number of parcels---*) landowners. This agricultural security area was recorded by the _____ County Recorder of Deeds on the _____ day of _____, 20 _____, in Book Number _____, Page Number _____.

TOWNSHIP BOARD OF SUPERVISORS
COUNTY, PENNSYLVANIA

(---Signature of Township Official---)

(---Printed Name of Township Official---), (Title)

ASA CREATION DESCRIPTION LETTER FOR PLANNING COMMISSIONS

(TOWNSHIP LETTERHEAD)

TO: _____ County Recorder of Deeds Office
_____ Township Planning Commission
_____ County Planning Commission
_____ County Agricultural Land Preservation Board

FROM: _____, *(Title)*
_____ Township Board of Supervisors

DATE:

RE: _____ Township Agricultural Security Area Description

In accordance with _____ Township Resolution _____ of _____, 20__, the proposed Agricultural Security Area of _____ Township has been approved (*as modified*) as per the Resolution.

The Agricultural Security Area as approved includes the following owners, parcels, and acreage within _____ Township, _____ County, Pennsylvania:

<u>Name(s) of Owner(s)</u>	<u>Tax Parcel No.(s)</u>	<u>No. of Acres/Parcel</u>	<u>Book & Page No.</u>
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ASA ADDITION DESCRIPTION LETTER FOR PLANNING COMMISSIONS

(TOWNSHIP LETTERHEAD)

TO: _____ County Recorder of Deeds Office
_____ Township Planning Commission
_____ County Planning Commission
_____ County Agricultural Land Preservation Board

FROM: _____, *(Title)*
_____ Township Board of Supervisors

DATE:

RE: _____ Township Agricultural Security Area Description

In accordance with _____ Township Resolution _____ of _____,
20__, the Agricultural Security Area of _____ Township has been modified as per the
Resolution.

The Agricultural Security Area as modified includes the following owners, parcels, and acreage within
_____ Township, _____ County, Pennsylvania:

Name(s) of Owner(s) Tax Parcel No.(s) No. of Acres/Parcel Book & Page No.

(Properties Currently in ASA)

(Additions)

ASA REVIEW DESCRIPTION LETTER FOR PLANNING COMMISSIONS

(TOWNSHIP LETTERHEAD)

TO: _____ County Recorder of Deeds Office
_____ Township Planning Commission
_____ County Planning Commission
_____ County Agricultural Land Preservation Board

FROM: _____, *(Title)*
_____ Township Board of Supervisors

DATE:

RE: _____ Township Agricultural Security Area Description

In accordance with _____ Township Resolution _____ of _____,
20__, the proposed Agricultural Security Area of _____ Township has been reviewed.

The Agricultural Security Area, as reviewed and approved, includes the following owners, parcels, and
acreage within _____ Township, _____ County,
Pennsylvania:

Name(s) of Owner(s) Tax Parcel No.(s) No. of Acres/Parcel Book & Page No.

(Reviewed Properties)

(Additions)

(Deletions)

(Other Modifications)

**LETTER OF REJECTION/MODIFICATION TO EACH LANDOWNER
PROPOSING CREATION OF/ADDITION TO AN ASA**

(TOWNSHIP LETTERHEAD)

(DATE)

(Landowner Name)

(Address)

(City, State, Zip)

Dear _____,

Your property was proposed for *(inclusion into an Agricultural Security Area) / (the creation of an Agricultural Security Area)* in _____ Township. After fulfilling all of the requirements set forth in the Agricultural Area Security Act of 1981 (Act 43), the Township supervisors (rejected)/(modified) your proposal at the public hearing held on _____, 20__.

Finding of Fact on Proposal:

Evaluation Criteria (per § 907 of Act 43):

Soil Classification: _____

Compatibility with local comprehensive plans: _____

Inclusion of landowner's land, regardless of zoning: _____

Viability of agricultural land: _____

Consideration of farm improvements/anticipated trends: _____

Other: _____

The **reason(s)** for the rejection/modification of your proposal *(is)/(are)* as follows:

Thank you for your interest in this valuable program.

Sincerely,

_____, (Title)

Township Board of Supervisors

REQUEST BY TOWNSHIP FOR INTERIM REVIEW LETTER

(TOWNSHIP LETTERHEAD)

TO: _____ Township Planning Commission
_____ County Planning Commission
_____ Township Agricultural Security Area Advisory Committee

FROM: _____, (Title)
_____ Township Board of Supervisors

DATE:

RE: Interim Review of _____ Township Agricultural Security Area

Pursuant to §909(b) of the Agricultural Area Security Law (Act of June 30, 1981, P.L. 128, No. 43) which states that a local governing body may request an interim review of an agricultural security area if 10% of the land within the ASA is diverted to residential or nonagricultural commercial development, the _____ Township Board of Supervisors hereby requests such review of the _____ Township Agricultural Security Area.

The Board of Supervisors asks that the _____ Township and _____ County Planning Commissions and the _____ Township Agricultural Security Area Advisory Committee review the ASA and make recommendations to the township office within 30 days of this request. Upon receipt of the recommendations, a public hearing will be held to determine the future of the ASA.