

# **WILLISTOWN TOWNSHIP PARKS & RECREATION CODE Chapters 31 & 96**

## **CHAPTER 31. PARK AND RECREATION BOARD**

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## **Chapter 31. PARK AND RECREATION BOARD**

**[HISTORY: Adopted by the Board of Supervisors of the Township of Willistown 2-23-1982 by Ord. No. 1-1982. Amendments noted where applicable.]**

### **§ 31-1. Creation.**

There is hereby created and established the Willistown Town Park and Recreation Board (hereinafter referred to as the "Board"), pursuant to the authority granted by the Act of May 1, 1933, P.L. 103, Art. XIX, § 1901 et seq., as amended, 53 P.S. § 66901 et seq. *Editor's Note: P.S. § 66901 et seq. was reenacted and amended 11-9-1995 by P.L. 350, No. 60 to rewrite this and subsequent sections. For provisions regarding the creation of park and recreation boards, see now 53 P.S. § 67204.*

### **§ 31-2. Powers and duties. [Amended 6-17-2013 by Ord. No. 4-2013]**

The Park and Recreation Board shall have the duty and authority to equip, operate, supervise and maintain parks, recreation areas and facilities and to conduct recreation programs, subject to the approval of the Board of Supervisors. For the purpose of carrying out this responsibility, the Park and Recreation Board may:

- A. Request the employment of play leaders, recreation directors, supervisors, superintendents or any other officers or employees as the Board deems proper, subject to the approval of the Board of Supervisors, and as further defined under § 25-6 of the Code of the Township of Willistown.
- B. Investigate the advisability of developing and entering into a cooperative plan of recreation service with any other township or with any borough, city, county or school district, or any of them. Upon approval of the Board of Supervisors and commencement of a cooperative or intermunicipal agreement, the Park and Recreation Board may enter into such joint cooperative plan of recreation service. The Park and Recreation Board may, upon approval by the Board of Supervisors, adjust its established personnel standards, qualifications and salary schedules to meet the terms of any such joint recreation operation.
- C. Annually review a Parks and Recreation Budget as presented by the Director of Parks and Recreation or other employee of the Township.
- D. Recommend to the Board of Supervisors rules and regulations with respect to conduct at Township parks and recreation facilities. The Board of Supervisors, upon recommendation from the Board, may adopt by resolution reasonable rules and regulations for conduct at Township parks and recreation facilities.
- E. In view of the fact that the Township parks and playgrounds have been acquired and are maintained primarily for the use of residents of the Township, the Board of Supervisors, the Park and Recreation Board or any person or persons so designated, shall have the right to control access to those park and playground areas.

**§ 31-3. Composition; terms of office.**

*[Amended 1-22-1985 by Ord. No. 2-1985 Editor's Note: This ordinance also provided that "Of the two persons initially appointed to fill these additional positions on the Board, one shall be appointed for a five-year term and one shall be appointed for a four-year term. Thereafter, their successors shall serve for terms of five years each or until their successors are appointed."]*

The Board shall be composed of seven persons, each of whom shall be appointed by the Board of Supervisors. Duly appointed Board members shall serve for terms of five years each, or until their successors are appointed, except that of the five persons initially appointed, one shall be appointed for a five-year term, one shall be appointed for a four-year term, one shall be appointed for a three-year term, one shall be appointed for a two-year term and one shall be appointed for a one-year term. All persons appointed shall serve their full terms unless voluntarily resigned or removed by the Supervisors for dereliction or neglect of duty. Vacancies in this Board occurring otherwise than by expiration of term shall be for the unexpired term and shall be filled by appointment by the Board of Supervisors.

**§ 31-4. Compensation.**

Members of the Board shall receive no compensation for their services but shall be reimbursed for the expenses actually and necessarily incurred by them in the performance of their duties.

**§ 31-5. Officers; term of office; conduct of business.**

The members of the Board shall elect their own Chairman and Secretary and select all other necessary officers, to serve for a period of one year. The Board shall adopt rules and regulations for the conduct of all business within its jurisdiction.

**§ 31-6. Records to be kept; annual report.**

The Board shall keep records of its meetings and activities and shall submit an annual report to the Board of Supervisors, including an analysis of the recreation areas in and available to the residents of Willistown Township and the facilities and leadership with respect thereto, with particular reference to the extent and adequacy of the program and its effectiveness in view of the public expenditures involved and the public needs to be met.

**§ 31-7. Funds for expenses incurred.**

Funds for the expenses to be incurred by the Park and Recreation Board shall, at the discretion of the Board of Supervisors, be appropriated by the Board of Supervisors. The Park and Recreation Board may expend moneys for such administrative, clerical, printing and legal services as may from time to time be required, but its expenditures shall be limited to the amount of funds appropriated to it by the Board of Supervisors.

The Board will annually review a Parks and Recreation Budget as presented by the Director of Parks and Recreation. The Township Manager will then present the budget to the Board of Supervisors for approval.

**WILLISTOWN TOWNSHIP RULES & REGULATIONS**  
**CHESTER COUNTY, PENNSYLVANIA**  
**CHAPTER 96: PARKS**

**§ 96-1. Use regulations; prohibitions.**

- A. No person shall be permitted in a Township park or on a Township trail except between the hours of dawn to dusk, unless a permit has been issued by the Park and Recreation Board, or its designate for such permit issuance, as hereinafter provided in § 96-4.
- B. No person shall enter or leave a Township park or Trail except by entrances and/or exits provided for such purposes. Leaving the right-of-way of a trail may be considered trespassing on private property. No person shall climb on or over fences. No person shall open or enter private property through gates.
- C. No person shall enter or use a toilet in a Township park set apart for the use of the opposite sex.
- D. Possession, distribution or consumption of beer, ale, other alcoholic or intoxicating beverage or a controlled substance (such as are now defined or may later be defined by federal, state or Township law, act or ordinance) is strictly prohibited in or on any and all Township parks and trails.
- E. No gambling or gambling device is permitted in or on any Township park or trail.
- F. No abusive, threatening, indecent or profane language and/or conduct that is publicly inappropriate and/or annoying to others using Township park and trail facilities shall be permitted.
- G. No person or persons shall be permitted to solicit money, or promise for the same, within the confines of a Township park or trail.
- H. No horses, dogs or other animals owned or possessed by people shall be permitted within the confines of Township parks or trails, except as permitted in the Okehocking Preserve, the Serpentine Preserve, on the Duffryn Trail, and on the Fox Hollow Trail. Horses shall be permitted in the Okehocking and Serpentine Preserves in designated areas shown on the Okehocking Preserve and Serpentine Preserve recreation maps, if attended and under control at all times. Properly licensed dogs shall be permitted in the Okehocking and Serpentine Preserves and on the Duffryn and Fox Hollow Trails if they are on a leash not exceeding six feet in length and if attended and under control at all times. Dogs shall be permitted in Okehocking Preserve off of leashes only in designated areas as approved by resolution of the Board of Supervisors from time to time and shown on the Okehocking Preserve recreation map, if attended and under control at all times. For the purpose of this subsection, the term “dogs” does not include guide dogs or other dogs which are assisting handicapped persons and are controlled by the use of a harness or other restraint. Owners or handlers of a dog shall be responsible for the prompt and complete removal of their excrement by immediate disposal of pet waste bags in a trash receptacle (if provided) or removal from the premises.

I. Use of vehicles and equipment.

(1) No person shall drive, operate or park any vehicle (motor- or self-propelled) in any portion of a Township park or trail except in spaces specifically set aside and marked for parking purposes; and no person shall occupy a parked motor vehicle after dark within a Township park or trail parking area except with the exterior parking lights and interior lights turned on and in operation.

(2) Use and operation of bicycles, go-carts, remote-controlled vehicles, skateboards, roller blades, aircraft, including but not limited to model aircraft, amateur rockets, unmanned aircraft systems, ultralight planes, remote-controlled planes and hot-air balloons, and/or other motorized and/or non-motorized devices employing wheels and/or blades of any kind (metal, wooden, plastic, rubber, etc.), except for baby strollers, is strictly prohibited on Township park basketball courts, tennis courts, volleyball courts, picnic areas, ball fields or any other portion of any Township park or trail without express approval of the Board of Supervisors. Motor vehicles, with the exception of motorized wheel chairs and vehicles connected with official Township business, are prohibited.

See Ord. No. 8-2016 regarding use and operation of model aircraft, amateur rockets, unmanned aircraft systems and flying objects of a similar nature in Willistown Township.]

J. No person, other than Township active duty police officers employed in the execution of their duties, shall discharge a firearm in a Township park or trail. Wildlife management practices in Township parks are permitted only with written approval of the Board of Supervisors and Willistown Township Police Department notification.

K. Littering is prohibited, and all refuse shall be placed in trash receptacles (if provided) or removed by the person(s) generating the refuse. Grass clippings, brush and other debris from private property may not be discarded or otherwise placed anywhere on Township park or trail property, including trash receptacles.

L. Vandalism to park and trail property and facilities, including defacing or damaging park or trail property (permanent or temporary), disturbing wildlife and disturbing/destroying/removing vegetation, is prohibited. No person shall climb a tree nor shall any person foul and/or otherwise contaminate any body of water in any Township park or on any Township trail at any time. No person shall remove equipment from the parks or trails or move such equipment from its designated location.

M. No person shall injure, deface or destroy any public signs, ordinances or other official Township notices posted in a Township park or on a Township trail.

N. No advertisement, placard or notice, except official authorized notices, shall be posted and/or distributed in a Township park or on a Township trail.

O. Picnicking or loitering on trails adjacent to residential areas is prohibited.

P. No person shall light or permit a fire to burn in a Township park or on a Township trail except in a permanent fireplace provided for such purposes. Portable grills are permitted in designated areas only with written permission from the Township. Ceremonial fires are permitted only with written consent of the Township and must be

constantly attended. Responsibility for such fires shall be solely that of the person or persons starting and/or using the fire. Township-supervised burning is permitted for natural resource management.

- Q. The playing of golf, or the hitting of golf balls, is strictly prohibited at all times in any Township park or on any Township trail.
- R. Smoking is not permitted in any Township park or on any Township trail. Remediation of any damage caused by smoking in the parks or on the trails will be at the expense of the person responsible. In addition to other fines and penalties, the Township may collect the cost of repair of any damage caused by smoking, together with the penalty, against the person causing the damage.
- S. Swimming or wading in any body of water is strictly prohibited in any Township park.
- T. Sound amplification equipment is permitted only with written permission from the Township.
- U. Use of a Township park or trail for any of the following purposes is prohibited, unless a permit is first obtained from the Township Park and Recreation Board, or its designate for such permit issuance, as hereinafter provided:
  - (1) Sales of merchandise of any kind.
  - (2) Use of fireworks or other explosives.
  - (3) Musical, theatrical or other entertainment.
  - (4) Overnight camping.
  - (5) Parties, meetings and/or gatherings comprised of 25 or more persons.
  - (6) Conducting fee-based programming
  - (7) Field use for organized sports.
- V. Person(s) undertaking activities permitted with written permission from the Township must have a copy of the written permission on them at all times while undertaking approved activities.

#### **§ 96-2. Enforcement.**

The Police Department shall enforce the regulations herein set forth and shall exercise general supervision over persons and property in any Township parks or trails.

#### **§ 96-4. Permits. [Amended 2-27-2006 by Ord. No. 1-2006]**

Permits for use of Township park(s) and field(s) shall be issued in behalf of the Township by the Township's Park and Recreation Board and/or designated Township park and recreation staff. The permit holder must have a copy of the permit approval on hand during permitted activities. The Township, upon recommendation from its Park and Recreation Board, may enact a fee schedule for such permits. All moneys received from these fees will be entered into the Township's Park and Recreation Fund and be designated for Township park maintenance and improvements, appropriate Township-sponsored recreation programs held within the confines of its parks and trails or at other sites and facilities approved by the Township.