



Mailing Address

**P.O. Box 277
Dauphin, PA 17018**

Office Address

**10 Elizabeth Avenue
Dauphin PA, 17018**

Phone: 717-921-8128

Fax 717-474-8146

Middle Paxton Township

NEW RESIDENT - WELCOME TO MIDDLE PAXTON TOWNSHIP

Township Office

- The Township Office is open Monday thru Friday, 8:30 AM – 4:30 PM. The Township website is www.middlepaxtontwp.org. Board agendas and meeting minutes can be found here along with several permit applications such as Building, Zoning, Driveway, and Brush Site. Reflective Address Marker order forms and the Complaint Form are also on the website as well as the Zoning Ordinance, Zoning Map, Stormwater Ordinance and the Subdivision and Land Development Ordinance.

Board of Supervisors

- The Board of Supervisors conduct public meetings on the 1st Monday of each month, beginning at 7:00 PM at the Township Building located at 10 Elizabeth Avenue, Dauphin. If the 1st Monday is a holiday, the meeting is held Tuesday at 7:00 PM.
- Supervisors conduct workshop meetings which are open to the public on the 3rd Tuesday of the month beginning at 7:00 PM at the Township Building. These are held on an “as needed” basis.
- Individuals requesting to be on the agenda should submit their request at least 5 working days prior to the meeting date.

Brush Site - Brush & Tree Trimming Waste Disposal

- The Township does **not** have a leaf collection program and recommends mowing the leaves for mulch to enrich the grass in your yard or composting.
- The Township provides a brush site on Elizabeth Avenue (North of the Township garage at 50 Elizabeth Avenue) for residents who have brush and tree trimmings to dispose of. **NO leaves, grass clippings, ornamental grasses, wood chips or trees are allowed.** This drop off site is open Tuesdays, Thursdays and Saturdays only.
- Application for a Brush Site permit is handled at the Township Office. Cost is \$50 for an annual permit or \$25 for a one-day permit. Photo ID with a current address is required when applying. Landscape and lawn care companies are NOT permitted to use this site.

Building/Zoning Department

- The Township Zoning Officer should always be consulted prior to beginning any construction activity or the planning of any projects to ensure proper compliance such as setback requirements, limitations, etc. The Zoning Officer is in the Township office on Mondays and Thursdays. He can be reached by phone at (717) 921-8128 ext. 107. **Appointments are required.**
- Permits are required for the installation of swimming pools (above or in ground), sheds, fences, walls, driveways (new or resurfacing if along a Township Road), and structural repairs to roofs & houses.
- The Township has adopted the Pennsylvania Uniform Construction Code (UCC). If you have questions regarding PA UCC, please contact our Zoning Officer at (717) 921-8128.
- Individuals are required to contact the PA One Call System at (800) 242-1776 when digging deeper than 18 inches outside of a public right of way. Inside a public right of way individuals must contact the PA One Call System prior to any excavation.
- Residents are reminded to install mailboxes in accordance with the requirements of the Postal Service and to keep all mailboxes out of Township right of ways. If the mailbox will be a permanent structure, i.e. brick, stone etc., along a Township road, the Road Master must approve the location. If along a State Road, please contact PennDOT.

Codes Enforcement

- Resident concerns about ordinance violations are handled by the Township Codes Officer. A written complaint form must be completed, signed and submitted to the Township Office. The Codes Officer will review the concern and if warranted, send a letter to the property owners with a copy of the applicable ordinance being violated. Anonymous complaints will not be addressed. If the situation persists, a Notice of Violation may be issued and possible fines imposed.

Parks and Recreation Facilities

- The Township maintains the Fishing Creek Community Center, Hagy Park and Ibberson Park. Fishing Creek Community Center and Hagy Park Pavilion may be reserved upon approved application and a small rental fee for sports, parties and other events. Please contact the Township Office (717) 921-8128 for more details or to reserve a date. Ibberson Park is open to the public and consists of wooded trails for nature enthusiasts. Hunting is permitted at this time at the Ibberson Park.

Public Works Department

- State roads in Middle Paxton Township are Routes 225, 325, 443 and 22/322 and they are maintained by PennDOT. The Township Road Crew maintains 36 miles of local Township roads.
- Residents are reminded that basketball backboards, mulch, construction materials and equipment, boats, vehicles, trailers, etc. must not be placed on Township roads or in Township right-of-ways. They are a safety hazard to motorists as well as the Road Crew when

maintaining and plowing the roads. Township equipment could be damaged and the Road Crew themselves could be injured.

- During snow removal the Township operates with a four man crew, each plowing the main Township roads first; such as Blue Mountain Parkway, Potato Valley Road, Stony Creek, Red Hill, Allegheny and Gapview Roads. Secondary roads and developments are then plowed, with a second pass on the main Township roads and then the secondary roads again, if necessary.
- The Township's policy on mailboxes damaged during Public Works operations is the same as PennDOT. The Township is not responsible and will not replace mailboxes if the mailbox is damaged by the snow pushed by the plow.
- Street Sweeping operations occur during the spring.

Refuse and Recycling

- The Township has a contract with **Waste Management Inc.** for refuse and recycling collection. All Township residents are required to have an account with Waste Management. Important numbers are:

Service: 800-869-5566

Billing: 800-642-8850

- Standard Service includes 2 large, 30-33 gallon trash bags, unlimited recycling and one bulk item pick up per week. The bags should be able to be picked up by one individual without tearing. No substitution of a large bag for one bulk item. Extra tags can be purchased at the Township Office for excess bags over the allowable two bags.
- Tag-A-Bag customers can purchase individual trash tags (30-33 gallon trash bag) at the Township Office. If you are a Tag-A-Bag customer, there is a charge for bulk item pick up and Waste Management must be contacted prior to placing the item at the curb. Unlimited recycling is provided at no additional charge.
- Recycle Bins are available for purchase at the Township Office. New residents moving into the area & purchasing an existing home must pay for new recycle bins. (Previous resident should have left bin behind.) Residents who build a new home in the Township will receive a free recycle bin.

Senior Services

- The Township assists in the operation of the **Dauphin Area Senior Transit (DAST)**, which provides transportation for Middle Paxton Township senior citizens (55 or older) Monday through Friday between the hours of 8 AM and 3:30 PM. Please contact Rue Megonnell, program coordinator at (717) 921-2727 for more details or to register. Once registered, contact the Township Office to schedule rides. All riders must be able to ambulate on their own.
- **Meal on Wheels** are delivered to senior citizens of the Township five days a week. Contact Sonya Boden, coordinator at (717) 991-5815 to register for this service.

Important Phone Numbers:

Middle Paxton Township Municipal Office (717) 921-8128

Office Hours: 8:30 AM – 4:30 PM Monday thru Friday

Middle Paxton Township Building Codes &

Zoning Officer (717) 921-8128 Ext. 107

Office Hours: 10:30 AM – 4:30 PM Mondays and Thursdays

Appointments required

Middle Paxton Sewage Enforcement Officer –

Brian McFeaters (717) 813-6492

Middle Paxton Township Tax Collector – Tanya Pomeroy (717) 921-8737

❖ CAT Share-a-Ride (717) 232-6100

❖ Dauphin Area Senior Transit –

Registration Only, Rue Megonnell (717) 921-2727

❖ Dauphin Area Senior Transit – Scheduling of Rides (717) 921-8128

❖ Dauphin Borough Office (717) 921-2633

❖ Dauphin County Controlled Burn (717) 558-6900

❖ Dauphin County Recycling Center (717) 982-6772

❖ Dauphin-Middle Paxton Fire Co. Non-Emergency (717) 921-8242

❖ Dauphin-Middle Paxton Meals on Wheels – Sonya Boden (717) 991-5815

❖ PA State Police Non-Emergency (717) 671-7500

❖ UGI Emergency Gas Leaks (800) 609-4844

❖ UPMC Pinnacle *Community Life Team* Ambulance (717) 782-4699

❖ Waste Management – Service (800) 869-5566

❖ Waste Management – Billing (800) 642-8850

Reporting Dead Animals on Roadways

- ❖ State Roads (Rte. 225, Rte. 325 & Rte. 443) (717) 787-5391
- ❖ Township Road (Deer) or (800) 349-7623
- ❖ Township Road (Bear) (610) 926-1966
- (610) 926-3136