



# NEWS & DATES to REMEMBER

## SPRING/SUMMER 2023

1240 Maple Avenue | Lancaster, PA 17603  
(Lancaster County)  
(717) 291-1213 | [www.twp.lancaster.pa.us](http://www.twp.lancaster.pa.us)

### PLANNING & ZONING

Office: 1353 Meadowcreek Lane | Lancaster, PA 17603

**Tom Daniels, Director of Planning & Zoning**

Direct Dial: (223) 221-7514 | Email: [tdaniels@twp.lancaster.pa.us](mailto:tdaniels@twp.lancaster.pa.us)

**Gretchen Smith, Planning & Zoning Assistant**

Direct Dial: (223) 221-7515 | Email: [gretchen@twp.lancaster.pa.us](mailto:gretchen@twp.lancaster.pa.us)

The Planning & Zoning Office is responsible for enforcing [Township Ordinances](#). They oversee and process building/zoning permits, dumpster permits, smoke detector certification, and applications for the 2023 property re-investment program. In addition, this office handles zoning, property, & resident-related concerns. The various forms/applications for these processes can be found on the [township website](#).

## Are you considering a Short Term Rentals?

We have done a limited expansion related to Short-Term Rentals in Lancaster Township. This article is an overview of Ordinance 2022-02 passed November 14<sup>th</sup>, 2022. Below is a **condensed version** of the definition and regulations of Short-Term Rentals in our ordinance. Please see the ordinance [HERE](#) for the full definition and regulations on Short-Term Rentals.

### Definition:

*A portion of a single family detached dwelling that operates as or offers a place of temporary accommodation, lodging or occupancy by concession, permit, lease, license, rental agreement, or similar commercial arrangement, for overnight stay for any period of not more than thirty (30) consecutive calendar days during any part of the calendar year. "Short-term Rental Unit" is inclusive of accommodations commonly referred to as bed -and -breakfasts... and the like which may be offered for occupancy on platforms such as "VRBO" and "Airbnb..."*

### Regulations:

- Single room rentals of existing bedrooms are permitted in all zoning districts.
- Two to four room rentals of existing bedrooms are permitted, by Special Exception in the R- 1 district.
- Short term rental units of all types require an owner to reside on the property and to be in occupancy on the property during the rental period.
- There are minimum parking requirements along with restrictions related to check-ins and outdoor activities.
- All short-term rental units shall secure an operating permit from the Township prior to any rentals taking place.

Short-Term Rentals in Lancaster Township are only permitted in Single Family Detached Dwellings, and whole house short-term rentals are not allowed, but some accessory dwelling units may be eligible. If you are interested in pursuing a Short-Term Rental at your property, please reach out to the Zoning Office.

[CLICK HERE TO VIEW THE APPLICATION](#)

*Questions about the program, contact the Planning/Zoning Office:*

Gretchen Smith - Planning & Zoning Assistant

Tom Daniels - Director of Planning & Zoning

## PROPERTY RE-INVESTMENT PROGRAM 2023

### Save money on needed home repairs!

#### Project Overview:

*Lancaster Township is creating a limited fund to help and encourage property owner to achieve a higher standard of safety and quality of life for themselves and their tenants. The program is only for properties in Lancaster Township.*

*The program allows for Lancaster Township to provide 50% matching funds up to \$2,500 per property for life safety, or quality of life upgrades such as heating and cooling, window replacement, electrical and plumbing upgrades, insulation, mold remediation, etc.*

#### Examples:

- A \$2000 plumbing project could receive a \$1000 match from the Township
- A \$5000 heating and cooling project could receive a \$2,500 match from the Township
- A \$7000 project of both the prior examples would be capped at a \$2,500 match

#### Program Requirements:

- Open to all properties in Lancaster Township, but priority will be given to addresses located in area designated as low to moderate income by the Small Business Administration's Targeted EID map.
- Inspections will take place prior to and post project to ensure quality and completion.
- We encourage residents to apply as soon as possible and prefer to receive all applications no later than November 30<sup>th</sup>, 2023.
- Zoning, Building, and Stormwater permits may be required as part of the projects and are separate from this program.
- If applicable, property owners of successful applications who complete the project and receive Township funds agree not to raise tenant rent for a period of twelve months.

[CLICK HERE TO VIEW THE APPLICATION](#)

## STORMWATER MANAGEMENT (MS4)

Office: 1353 Meadowcreek Lane | Lancaster, PA 17603

**Ben Webber, Township Engineer**

Direct Dial: (223) 221-7522 | Email: [bwebber@twp.lancaster.pa.us](mailto:bwebber@twp.lancaster.pa.us)

## Chesapeake Bay Pollutant Reduction – What's Next?



In April of last year, DEP finally approved the Township's Pollutant Reduction Plan with the specific goal of reducing 104,320 pounds of sediment per year from leaving the Urbanized Areas of the Township. That's only 10% of the estimated total amount of sediment.

We achieved that goal back in 2019 with a single basin rehabilitation project that was a unique collaboration of the Kensington Club Apartment Complex along Wabank Road, the Township Public Works Department, the School District of Lancaster, DEP, and the City of Lancaster. This project alone resulted in a sediment reduction of 128,038 pounds of sediment per year.

The project also re-established a pedestrian connection between the Apartment Complex and the adjacent Hamilton Elementary School.

EPA and DEP are still hashing out what the next round of pollutant reduction requirements will be. This will be especially critical for all of Lancaster County, since 22% of the State's pollutant loading to the Chesapeake Bay has been attributed just to our County. The Municipal Separate Storm Sewer System (MS4) program requirements have been developing with new requirements on a cycle of every five years. In September of 2022, a 2-year extension was declared.

Meanwhile, we continue to upgrade our facilities and activities in accordance with our MS4 Stormwater Management Plan. We continue to keep a watchful eye out for any illicit discharges, and we rely on the public for their involvement and participation in various events that we arrange or promote. We also work with many property owners to ensure that stormwater management facilities are being properly inspected and maintained.



The schedule for upcoming training is: Lancaster County Public Safety Training Center: All sessions are Tuesdays from 6:00 PM - 9:00 PM. Training for new members is **MANDATORY**

- May 2nd
- May 9th
- May 16th
- May 23rd
- May 30th

For more information on how to join please visit <https://www.co.lancaster.pa.us/524/How-to-Become-a-Member> and fill out an application!

## Seeking Volunteers: Youth Aid Panel

**What is the Youth Aid Panel?** -- The Youth Aid Panel is an alternative method for addressing juvenile criminal actions without the matter being filed with the court system. The panel exists to assist the Juvenile and District courts and is used as a response to first-time summary and misdemeanor offenses. Police officers from participating jurisdictions can refer cases to the Youth Aid Panel for alternate disposition. The panel is not a court of law and does not determine guilt or innocence. The offense is reviewed and resolved by a specially designed community panel, the young offender and his/her parents or guardians. Because due process protection is a high priority, the youth or his/her guardians may choose to dismiss themselves from the program and enter the juvenile court system at any time.

The Lancaster Township Youth Aid Panel (YAP) is looking to bring on new members, with training being offered as soon as May 2, 2023. The Lancaster Township YAP panel meets on the second Tuesday of the month at Manheim Township Police Department (1825 Municipal Dr Lancaster PA 17601). The panel is made up of concerned citizens of various backgrounds who volunteer their time. To participate, they receive 15 hours of mandatory training on criminal justice topics such as police interaction with youth, interview and counseling techniques and the impact of addictions. Generally, panels meet once a month for approximately 3 hours to hear cases of referred youth. All Panel members must go through a criminal record check and child abuse clearances in order to participate. If a young person makes a poor choice as they progress to adulthood, the YAP program affords them the opportunity to discuss their behavior with individuals from their own community to clearly define mutual understanding and agreed upon disposition that addresses the needs of the juvenile, victim, and community.

## TRASH, RECYCLING & ENVIRONMENT

Joanne Yost, Office Administrator (*Trash/Recycling contact*)

Direct Dial: (223) 221-7507 | Email: [jyost@twp.lancaster.pa.us](mailto:jyost@twp.lancaster.pa.us)

**Trash/Recycling billing is done on a semi-annual basis—  
April 1<sup>st</sup> and October 1<sup>st</sup>**

### **Semi-annual Rate:**

- Regular rate: \$160.00
- 10% *Senior discount rate* (age 60+): \$144.00. The senior discount is only available to residents who OWN and LIVE at the billed property.

**Payment Options:** residents are highly encouraged to pay their bill through one of the three preferred methods below:

1. **ONLINE PAYMENT** (by credit card or check with nominal processing fee)

The image shows two versions of a Lancaster Township Trash & Recycling bill form. The top form is a standard bill with fields for account number, service location, service type, current billing, and due date. The bottom form is a "Return Service Requested" form, which includes a section for "PLEASE RETURN THIS STUB WITH PAYMENT" and a "RETURN SERVICE REQUESTED" section. Both forms have a "Pay online @ LancasterTwp.org" instruction at the bottom.

2. **DROP-BOX** at the Maple Avenue door. Place check or money order and the payment stub in a sealed envelope. (*Please--No cash when using the drop-box*)
3. **MAIL** check or money order and the payment stub to the township office. (No cash,*please*, when mailing payment.)

***If you want to pay at the reception window, be sure to bring your payment stub with you***

**NOTE on paying the Senior Discount Rate** If you will be 60 years old by the time the new bills are mailed out, and your bill does not reflect the discount rate, you may pay the discounted rate using the same options above and providing proof of age by:

1. If using the online payment method, indicate in the notes section that you qualify for the senior discount. Once you have made the online payment, email a copy of your ID to Joanne Yost at the township office – [jyost@twp.lancaster.pa.us](mailto:jyost@twp.lancaster.pa.us), or mail the copy to the township office (Attn: Joanne Yost) along with your account #.
2. If using the drop box, place a copy of your ID in the envelope with your payment.
3. If mailing the payment, include a copy of your ID.

**Trash & recycling** must be placed out *the night before your collection day*. Trash and recycling should not be placed on the curb earlier than the evening before collection day, and containers should be promptly removed after collection.

- Trash bags, containers, recycling bin must be within five (5) feet of the curb and *clearly visible to the collector*. During the winter (snow) season, it is suggested to use black trash bags so they are more readily visible in snow.
- **Trash is limited to three 32-gallon trash cans or bags per week, no more than 30 pounds each.**
- Additional cans or bags must have a **YELLOW** extra service tag (\$1.25) attached to each.
- Cans and/or bags weighing more than 30 pounds *or* over-sized items must have a **RED** extra service tag (\$4.00) attached to each.
- **Extra service tags can be purchased** at the township office (reception window) during regular business hours.
- *Absolutely NO construction/demolition debris will be collected.* It must be disposed of at the Lancaster County Solid Waste Facility at 1299 Harrisburg Pike.

*Illegal dumping of any regulated material is a punishable offense.  
Lancaster Township will enforce all regulations and impose penalties on violators.*

**SPECIAL NOTE: NO LOOSE TRASH IN YOUR TRASH CAN - A few reasons why...**

- It's unsanitary for the hauler if they have to reach down into the trash can to lift out loose trash.
- Trash bags keep trash contained and can help keep your trash can cleaner.
- Bagged trash is much easier and faster to pick up and dump into the back of the truck.
- If you use a trash can with no lid, loose light-weight material may blow or fall out before the hauler even gets there to collect it. It then winds up blowing all around your neighborhood
- And, if you use a trash can with no lid, loose trash will be picked up by birds, squirrels, or other rodents, and then deposited all around your neighborhood.
- If the hauler lifts your can to dump your trash into the back of the truck, loose trash can blow away easily, especially on windy days.
- **It is important that all waste is bagged and that the bag is securely tied closed.**

## The FAQs of Trash/Recycle Collection

**ONLY certain holidays affect regular trash/recycle collection schedules** depending on what day the holiday falls on. If the actual holiday falls on a Saturday or Sunday, there is **NO CHANGE** to the collection schedule.

**The holidays listed below are the only holidays observed by the contracted hauler:**

- JANUARY: New Year's Day - (only affected if January 1st falls on a Monday thru Thursday)
- MAY: Memorial Day - (Monday holiday means one-day delay for the week)
- JULY: Independence Day - (only affected if July 4th falls on a Monday thru Thursday)
- SEPTEMBER: Labor Day - (Monday holiday means one-day delay for the week)
- NOVEMBER: Thanksgiving Day - (Thursday holiday means Thursday collection will be Friday)
- DECEMBER: Christmas Day - (only affected if December 25th falls on a Monday thru Thursday)

**Extreme weather events** (flooding, snow, ice, etc.) may also affect collection by causing stoppage or delays.

1. **When must trash/recycling be put out for collection?** Trash & recycling must be placed out *the night before your collection day* within five feet of the curb, and clearly visible to the collector.



Recycling is collected the same day as trash, but not always at the same time.

**2. What if they miss me?** If your trash and/or recycling is missed, **you must report it the same day or next day by 10AM** in order for it to be collected the day after your scheduled day; otherwise, it will have to wait until your next scheduled collection day.

**3. What are acceptable trash containers?** *First*, placing your name and address on your container is recommended. *Second*, containers should have pre-molded handles. Fifty-five (55) gallon barrels, or any container or barrel without handles, are unacceptable trash containers—they present a safety hazard to the hauler and cannot be picked up easily. *Third*, containers with lids are helpful in preventing birds, squirrels, and other animals from spreading trash around the curb, the street, and your neighborhood.

**4. What is THE BIG 4 in Recycling?** Recycling is mandatory in the township, and is a co-mingled program. **The only acceptable materials for recycling are THE BIG 4** corrugated cardboard, plastic bottles/jugs with necks, metal food/beverage cans, and glass jars/ bottles. All items should be cleaned out. Recycle containers can be purchased at the township office. If purchased elsewhere, be sure the container is clearly marked RECYCLING, and includes your name and address. *In case of rain, snow, ice, or high winds, keep corrugated cardboard inside until the following week.*

**5. I have extra trash bags/containers over the weekly limit of three. Will the contractor take them?** Yes, **BUT ONLY IF** there is a **YELLOW** extra service tag (\$1.25) attached to each and they are under the 30 lb. limit. *Bags/containers over 30 lbs. require a RED tag.*

**6. How do I dispose of an over-sized item?** **EACH** over-sized item must have a **RED** extra service tag (\$4.00) attached to it. You may put out **only two (2) red tag items per week**. These items are collected on the same day as your regular trash day. **Over-sized items include:** bicycle, microwave, mattress, box spring, couch, chair, small furniture, carpet (*cut into 5 ft. pieces & bundled or tied*), a house door, toilet, tub, sink, charcoal grill, gas grill with **PROPANE TANK REMOVED**. Contact HHW Facility - (717) 397-9968 about disposal of all propane tanks, including those for camping stoves. **Dehumidifiers, large appliances, and tires are NOT considered an over-sized item.** These are collected during the twice yearly large appliance/tire collection or they can be taken to the Lancaster County Solid Waste Authority, 1299 Harrisburg Pike.

**7. How do I dispose of batteries?** Residents may pick up a special battery collection bag at the township office. Household batteries (and cell phones) can be placed in the bag. **Once the bag is full**, place it on the ground **NEXT TO** your trash container, **NOT IN IT** or the recycle container. The trash hauler will collect the bag(s) during regular trash pick-up. Household batteries and cell phones can also be taken to the county household hazardous waste facility at 1299 Harrisburg Pike. **Automotive batteries must be taken** to the HHW facility.

**8. How should electronic devices be disposed of?** PA Covered Devices Recycling Act 108 of 2010 prohibits the disposal of e-waste with trash or recycling (e.g. televisions, computers/accessories, tables, e-readers, cell phones/chargers/accessories, cameras, etc.). These items must be taken to the county Hazardous Waste Facility at 1299 Harrisburg Pike. (717) 397- 9968.

**9. How should Sharps/needles be disposed of?** **NEVER** put loose Sharps/needles in the trash —**ALWAYS USE a Safe Clip™**. Lancaster County Solid Waste provides them for free, and they are available for purchase at most pharmacies. Once full, place container in the trash, never in recycling.

**10. Who is required to use the township's trash contractor?** All landowners within the township must have their trash picked up by the township hired contractor. Exceptions are apartment buildings with four or more units and businesses (not including in-home occupations). Those that are exempt from being on the township trash service are still required to have a licensed LCSWMA-approved hauler to pick up their trash. Apartment owners are to provide trash/recycling opportunities for their tenants. **It is the landlord's responsibility to inform tenants of any ordinances the township has that may affect them.**

**RECYCLING IS MANDATORY IN LANCASTER TOWNSHIP**  
(by Ord1990-02) for all residents, apartment dwellers, and businesses within the township.

*This is a co-mingled program. **ONLY the "BIG 4"** are accepted.*

- **ALL items** MUST BE **cleaned out** before placing in the recycle bin.
- **Corrugated cardboard needs to be flattened, and bottles, cans, jars emptied, rinsed, & lids removed.**
- **DO NOT** put recycling in a plastic bag or paper bag before placing in the bin. **It will not be collected.**
- In case of rain, snow, ice, or high winds, keep corrugated cardboard inside until the following week.

**Recycle containers** may be purchased at the township office at a cost of \$10.00 each, or you may purchase one at Lowes, Home Depot, etc. *Residents should make sure their name and address is visible on both their trash and*





**What Can Be Recycled?** Do not put anything other than the "BIG 4" in your recycling bin. *"When in doubt, throw it out!"*. LCSWMA will transform discarded waste into renewable energy.

### The BIG 4 Includes:

**Corrugated Cardboard:** This includes material consisting of a fluted corrugated sheet, like shipping and packing boxes. Flatten all boxes and **remove packaging**, including Styrofoam, peanuts, bubble wrap, and plastic liners. **Do NOT** put paperboard (cereal boxes, tissue boxes, shoe boxes), pizza boxes, newsprint, or junk mail in the recycling bin.

**Plastic Bottles and Jugs:** This includes plastic bottles, jars, jugs and anything else **with a neck**. **Throw away the lids and rinse out any residue**. All other plastic material is considered trash. *Ignore the numbers*, as they don't indicate if something is recyclable. **Do NOT** put plastic bags, toys, buckets, packaging, Styrofoam, hosing, furniture, or other plastic items in the bin.

**Metal Food and Beverage Cans:** This includes all food and beverage cans made from aluminum or steel. **Throw away the lids and rinse out any residue**. **Do NOT** put metal hangers, cooking pots and pans or other scrap metal like foil and pie plates in the bin.

**Glass Jars and Bottles:** This includes clear, green and brown glass bottles and jars. **Throw away the lids and rinse out any residue**. **Do NOT** put light bulbs, dishes, glassware, window or automotive glass, vases, or any other glass material in the bin.

**ALL ELECTRONIC WASTE** is **PROHIBITED** from being disposed of with your trash or recycling by the PA Covered Devices Recycling Act 108 of 2010. Residents and businesses may drop electronic waste at the county Household Hazardous Waste Facility at 1299 Harrisburg Pike. (717) 397- 9968  
All electronics must be intact and will not be accepted by the HHW Facility otherwise.

#### Items include:

- Batteries: Household & Automotive (household batteries may also be placed in a special battery bag, then placed on the ground NEXT TO your trash container, NOT IN IT or the recycle bin. Click [here](#) for info)
- Desktop computers & Laptops
- Monitors & Computer peripherals, including keyboard, mouse, printer and speakers
- Televisions & e-Readers
- Cameras: photo and video
- Cell phones/smart phones (may also be placed in a special battery bag; click [here](#) for info)
- Phone peripherals, such as: chargers, batteries, Bluetooth earpieces, air cards, clips, cases
- DVD and VCR players
- MP3 players and iPods
- All electronic game players, video game consoles, and controllers
- Stereos and peripherals: CD players, turntables, amplifiers, speakers (no wooden materials)

## SPECIAL COLLECTION DATES!



**CURBSIDE YARD WASTE** Collection starts **MONDAY, April 10, 2023**.

Collected **EVERY OTHER WEEK** on your regular collection day.

**Special Note:** Due to July 4 holiday falling on a Tuesday, the collection for the remainder of that week will be on a one-day delay schedule.



### Large Appliances & Tires

**Spring collection:** Saturday, May 20, 2023  
**Fall collection:** Saturday, November 11, 2023

**\$12 Blue tag must be attached to EACH appliance.** Includes washers, dryers,

Place bags out on the curb the night before your collection day.

*If it is raining or rain is in the forecast*, please hold curbside yard waste until the next collection date. Yard waste bags are paper, and paper will rip and tear when wet.

Collection **DOES NOT include**: grass clippings, fruit & vegetable waste, tree stumps, dirt, rocks, or stones. *Bags containing these items will not be collected, and will be left at the curb.* **Yard waste in plastic bags will not be collected and will be left at the curb.**

Collection **ENDS** week of October 9-12, 2023.

Yard waste bags will be available starting Saturday, April 1, 2023, during regular operating hours of the [woody waste facility hours](#).

Residents may also take yard waste to the township's woody waste facility during its seasonal operating hours.

dishwashers, refrigerators, stoves, air conditioners, dehumidifiers, etc.

**\$2.00 Purple tag must be attached to EACH tire.** Standard car, truck, or motorcycle tires only. **NO RIMS. NO COMMERCIAL OR OVER-SIZED TIRES.**

Tags can be purchased at the township office. If you purchased a tag for an earlier collection and did not use it at that time and want to use it now, email [jyost@twp.lancaster.pa.us](mailto:jyost@twp.lancaster.pa.us) or call (223) 221-7507 at least two days before the collection date to place your address and item(s) on the collection list.

**All tagged items must be at curbside the evening before the collection date.**

**Lancaster County Solid Waste Facility** also accepts large appliances, and car, truck, & motorcycle tires, with or without rims. Call (717) 397-9968, or visit their [website](#) for hours and fees.

## Special Notice from Lancaster County Solid Waste Management Authority (LCSWMA)

### LCSWMA is Imposing a \$20 Penalty for Open loads Not Secured by a Tarp - WHY?

To Protect the **HEALTH** and **SAFETY** of our Community

- According to a study by the AAA Foundation for Traffic Safety, unsecured loads and debris in the road led to 200,000 crashes between 2011-2014.
- During that time, debris-related crashes caused 39,000 injuries and 500 deaths.

To Protect the **ENVIRONMENT**

- Data released by the AAA Foundation for Traffic Safety found that as a nation, we spend \$11.5 billion combating litter, 40% of which comes from unsecured loads.

It's the **LAW**

Summary of Pennsylvania's State and Federal Requirements:

- Loads must be covered with a securely fastened water-resistant cover that eliminates potential for littering and other nuisances. 25 Pa. Code §§ 285.211(a) and 299.211(a)
- Facility operators and owners are responsible for knowing and complying with all relevant laws, regulations, authorizations, and permits. If the facility does its part, it can avoid the environmental impacts and public health, safety, and welfare issues associated with the transportation of solid waste.

Lancaster County Municipal Waste Management Plan

- All Waste must be secured to the vehicle or container and enclosed or covered with secured tarpaulins to prevent leakage, spillage, dusting or litter. Such enclosures and tarpaulins must remain in place until arrival at the designated unloading or uncovering areas at the LCSWMA Facility.

The tarp policy has been in effect at LCSWMA for some time. Unfortunately, employees spend hours each week collecting litter from unsecured loads that are delivered to the facilities. LCSWMA's objective is that the \$20 penalty will change behavior so that **ALL COMMERCIAL and RESIDENTIAL CUSTOMERS** abide by the tarp policy.

Not only is this required by all Lancaster County municipalities but shows courtesy to residents and businesses located on roads leading to the sites. Please help protect the environment and the health and safety of our community!

**Secure your load. Prevent litter and save lives.**

# PUBLIC WORKS

Michael R. Hamlin, Director of Public Works

Ph: (717) 293-1733 | Email: [mhamlin@twp.lancaster.pa.us](mailto:mhamlin@twp.lancaster.pa.us)

Devin Groff, Public Works Superintendent

Ph: (223) 221-7523 | Email: [dgroff@twp.lancaster.pa.us](mailto:dgroff@twp.lancaster.pa.us)



## WOODY WASTE FACILITY

- Service is for Lancaster Township **residents ONLY** --have ID ready for the gate attendant.
- **NO** commercial landscapers (work-for-hire individuals).
- All traffic must enter via the Elm Avenue service road (behind Giant at Stone Mill Plaza), and exit via Columbia Avenue Eastbound only.
- Access to the facility will be controlled.
- Yard waste bags will be available starting Saturday, April 1, 2023, during regular facility hours.

### Woody Waste Facility - 2023 Days and Hours of Operation - *weather permitting*

A severe weather event may cause the closure of the facility.

- **Saturday hours starting April 1, 2023** — 8:00am to 1:00pm
- **Weekday hours starting April 3, 2023** — Monday thru Thursday, 3:00pm to 7:00pm
- **Starting Monday, October 2, 2023** — Monday thru Thursday, 2:00pm to 6:00pm
- **Starting Monday, October 31, 2023** — Monday thru Thursday, 2:00pm to 5:00pm
- **LAST SATURDAY** is November 18, 2023 — 8:00am to 1:00pm
- **Regular season FINAL DAY** is Wednesday, November 22, 2023 — 2:00pm to 5:00pm

*The facility is closed Fridays, Sundays, and holiday weekends/holidays.*

Woody Waste Facility is **CLOSED** on the following dates in 2023:

- CLOSED Fridays, Sundays, and holidays.
- Saturday, April 8
- Saturday, May 27
- Monday, May 29
- Saturday, July 1
- Monday, July 3
- Tuesday, July 4
- Saturday, September 2
- Monday, September 4

**NO BAGS, including Bio Bags, are to be left at the facility. ALL bags must be dumped and taken with you.**

**The facility DOES NOT ACCEPT grass clippings.  
ABSOLUTELY NO DUMPING OF WOODY WASTE  
OUTSIDE OF ENTRANCE GATE!**



**Woody Waste area is under Video Surveillance. Violators Will Be Cited!**



## MULCH for Lancaster Township residents only

- Self-load: Starting Saturday, April 1, 2023: DAWN TO DUSK while supply lasts. Located outside of the woody waste facility entrance.
- Bulk Mulch will be loaded: Starting Monday, April 3, 2023 and through to Thursday, May 25, 2023 (Monday to Thursday) -- 3:30pm to 4:15pm; Saturday, April 15, 2023 -- 8:00am to 1:00pm; Saturday, May 13, 2023 -- 8:00am to 1:00pm.

**After May 25, 2023**, loading will be by appointment only (Monday-Thursday)



## Street Sweeping begins Monday, April 3, 2023

**ABSOLUTELY NO** grass clippings, tree branches, or yard waste are to be placed on the street—these items will result in broken equipment & delays. Weather, equipment & volume of leaves can affect street sweeping at any time.



**On SIGNED streets:** Street sweeping takes place the first and third Monday, Tuesday, Wednesday and Thursday of each month. The 2023 calendar is available on the [township website](#).

If your street has a posted sign that lists certain days/hours of No Parking, then it is a “signed” street.

**Police will enforce prohibited parking. No warning notices will be issued!** To avoid receiving a ticket, abide by the schedule as it appears on the posted street sign. **Enforcement of prohibited parking remains in force through January 18, 2024.**

**NON-SIGNED streets:** There is no scheduled street sweeping for non-signed streets.

For non-signed streets, the crew attempts to clean every street in the township a minimum of twice a year—once in the fall and once in the spring.

***There is no notification as to when this will take place.***

If vehicles are parked on the street, the operator will go around them. If your street is heavily littered, call the public works office at (223) 221-7523.



### About Adopt-an-Inlet Program

Lancaster Township inspects, maintains and services what is known as a “Municipal Separate Storm Sewer System” (MS4). The MS4 is a connected collection of conveyances. These conveyances—curbs, gutters, ditches, naturally occurring and man-made channels, pipes, tunnels, catch basins, or storm drains—carry storm water and storm water runoff which ultimately discharges into rivers, streams and creeks of the waters of the United States.

Lancaster Township is engaged in a public education program regarding the potential for reducing the amount and concentration of polluted storm water runoff being discharged into waterways flowing into any United States waters. As part of Lancaster Township’s storm water management education program, an offer is being made to all residents to participate in a very active and meaningful manner by joining the “[Adopt-an-Inlet](#)” program.

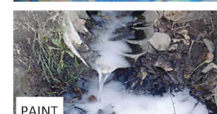
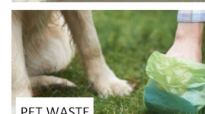
**Full details of this program are available on the [township website](#).**

### Illicit Discharge Reporting

As part of the management of our stormwater system and to provide residents with a mechanism to report any observed discharges to the stormwater system that might be illicit, dangerous, or undesirable, we have the [Citizen Reporting Illicit Discharge Form](#).

Please alert the public works department to any suspected source of non-stormwater observed being discharged into the ground, our physical piped system, or directly to any stream, river, or pond. Your observations are vital to successfully managing our storm water systems.

The [Citizen Reporting Illicit Discharge Form](#) is for use by residents and non-residents who observe what they expect is an illicit discharge into the MS4's storm water system, or an illicit discharge into the ground or directly to the waters of the Commonwealth.



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

### PA ONE CALL

- **STOP! Call Before You Dig!**
- DIAL 8 1 1 or 1-800-242-1776
- No Charge for Homeowners
- And It's The Law! State law requires you to call the PA One Call System at least three business days before you dig.

The [PA One Call](#) system is a non-profit Pennsylvania corporation created to help protect the underground facilities of members through communication with any person planning to disturb the earth. The purpose is to prevent damage

to underground facilities. To promote safety, they provide an efficient and effective communications network among project owners, designers, excavators, and facility owners, and have created a uniform color code for various utilities. They are as follows:

**White**—proposed excavation  
**Pink**—temporary survey markings  
**Red**—electric power lines, cables, conduit and lighting cables  
**Yellow**—gas, oil, steam, petroleum or gaseous materials  
**Orange**—communication, alarm or signal lines, cables or conduit  
**Blue**—water, irrigation and slurry lines  
**Purple**—reclaimed water, irrigation and slurry Lines  
**Green**—sewers (sanitary and storm) and drain lines

COLOR CODE CGA/APWA TEMPORARY MARKING GUIDELINES ANSI STANDARD Z535.1	
WHITE	Proposed Excavation
PINK	Temporary Survey Markings
RED	Electric Power Lines, Cables, Conduit and Lighting Cables
YELLOW	Gas, Oil, Steam, Petroleum or Gaseous Materials and Hazardous Materials
ORANGE	Communication, Alarm or Signal Lines, Cables or Conduit and Traffic Loops
BLUE	Potable Water
PURPLE	Reclaimed Water, Irrigation and Slurry Lines
GREEN	Sewer and Drain Lines

## 2023 D A T E S to R E M E M B E R

### APRIL:

- April 1: Trash/Recycle bills in the mail
- Saturday, April 1: **Woody Waste opens** for **Saturdays** (8am to 1pm). Yard waste bag availability starts.
- Saturday, April 1: Mulch (self-load) at woody waste facility starts. Dawn to Dusk while supply lasts.
- Monday, April 3: **Woody Waste opens weekdays**—Monday thru Thursday (3pm to 7pm)
- Monday, April 3: Bulk mulch will be loaded. See woody waste information on [the website](#) for details.
- Monday, April 3: **Street Sweeping begins**. First & Third Monday, Tuesday, Wednesday, and Thursday of each month. **Enforcement of no parking signs resumes**.
- Friday, April 7: Township Office closed.
- Saturday, April 8: Woody Waste facility closed.
- Monday, April 10: **Curbside Yard Waste Collection resumes**. Collected every other week on regular collection day.
- April 30: Trash/Recycle bill payments due

### MAY:

- Saturday, May 20: **Large Appliance & Tire Collection**. [Special tags are required](#).
- Saturday, May 27: **Woody Waste facility closed**
- Monday, May 29: **Woody Waste facility closed**
- Monday, May 29: Township Office closed
- Monday, May 29: **No trash/recycle collection**. Collection will be on a one-day delay for the week.

### JULY:

- Saturday, July 1: **Woody Waste facility closed**
- Monday, July 3: **Woody Waste facility closed**
- Tuesday, July 4: **Woody Waste facility closed**
- Tuesday, July 4: Township Office closed
- Tuesday, July 4: **No street sweeping**
- Tuesday, July 4: **No trash/recycle collection**. Collection will be on a one-day delay for the remainder of the week.

### SEPTEMBER:

- Saturday, September 2: **Woody Waste facility closed**
- Monday, September 4: **Woody Waste facility closed**
- Monday, September 4: Township Office closed
- Monday, September 4: **No street sweeping**
- Monday, September 4: **No trash/recycle collection**. Collection will be on a one-day delay for the week.

### OCTOBER:

- October 1: Trash/Recycle bills in the mail
- Monday, October 2: **Woody Waste facility Monday-Thursday hours change to 2pm to 6pm**
- October 9 thru October 12: **LAST WEEK for Curbside Yard Waste Collection**
- Saturday, October 14: **LAST DAY** to get yard waste bags at the woody waste facility (8am to 1pm), *if supply is still available*
- Monday, October 16: **Leaf collection begins** on signed streets
- October 30: Trash/Recycle bill payments due
- Monday, October 30: **Woody Waste facility Monday-Thursday hours change to 2pm to 5pm**
- Tuesday, October 31: Halloween (**Trick-or-Treat**) celebrated 6pm to 8pm ([Rain or Shine](#)). As trick-or-treat is not governed by municipal law or ordinance, holding trick-or-treat on October 31 is a recommendation only, and does not prohibit or prevent residents, organizations, and/or neighborhoods from conducting trick-or-treat activities on other dates or times.

## NOVEMBER:

- Saturday, November 11: **Large appliance and tire collection.** Special tags are required.
- Saturday, November 18: **LAST SATURDAY** open for **woody waste facility** (8:00am to 1:00pm)
- Wednesday, November 22: **FINAL DAY** open for regular operating season **woody waste facility** (2:00pm to 5:00pm)
- Thursday, November 23: **No trash/recycle collection.** Thursday's collection will take place on Friday, November 24.
- Thursday-Friday, November 23-24: Township Office closed
- *Final dates in December for raking leaves to curbside will be posted on the [township website](#)*

## DECEMBER:

- Monday, December 25: **No trash/recycle collection.** Collection will be on a one-day delay for the week.
- Monday, December 25: Township Office closed
- Tuesday, December 26: Township Office closed

**Note:** Real Christmas tree drop-off at woody waste facility typically takes place after Christmas through early January. The exact dates for 2023/2024 are yet to be determined and will be posted on the township website and in the fall or winter newsletter.

## JANUARY 2024:

- Monday, January 1: **No trash/recycle collection.** Collection will be on a one-day delay for the week.
- Tuesday, January 2: Board of Supervisors Reorganization & Regular Meeting (6pm)
- Wednesday, January 3: Board of Auditors Meeting (5:30pm)
- Monday, January 15: Township Office closed. **NO CHANGE to trash/recycle collection.**

**Parking Restrictions remain in force on signed streets thru January 18, 2024** for a final street sweeping (*weather permitting*).

**January 2024:** The one-day free curbside collection of REAL Christmas trees typically takes place in January. The exact date for 2024 has yet to be determined and will be posted on the township website and in the fall or winter newsletter.

## FEBRUARY 2024:

- Monday, February 19: Township Office closed. **NO CHANGE to trash/recycle collection.**

## TOWNSHIP DIRECTORY

**Administration Office**  
1240 Maple Avenue | Lancaster, PA 17603  
(717) 291-1213

### SUPERVISORS

- Chair, [Steven P. Elliott](#)
- Vice Chair, [Benjamin H. Bamford](#)
- Treasurer, [Iber Guerrero Lopez](#)

Township Manager: Bill Laudien  
• [wlaudien@twp.lancaster.pa.us](mailto:wlaudien@twp.lancaster.pa.us)

Administrative Assistant  
• Direct Dial: (223) 221-7510

Finance Officer:  
• Direct Dial: (223) 221-7512

Trash & Recycling: Joanne Yost  
• [jyost@twp.lancaster.pa.us](mailto:jyost@twp.lancaster.pa.us)  
• Direct Dial: (223) 221-7507

Receptionist: Robin VanLeer  
• [r.vanleer@twp.lancaster.pa.us](mailto:r.vanleer@twp.lancaster.pa.us)

**Planning & Zoning Office | Township Engineer**  
1353 Meadowcreek Lane | Lancaster, PA 17603

Director of Planning & Zoning: Tom Daniels  
• [tdaniels@twp.lancaster.pa.us](mailto:tdaniels@twp.lancaster.pa.us)  
• Direct Dial: (223) 221-7514

Planning & Zoning Assistant: Gretchen Smith  
• [gretchen@twp.lancaster.pa.us](mailto:gretchen@twp.lancaster.pa.us)  
• Direct Dial: (223) 221-7515

Township Engineer: Ben Webber  
• [bwebber@twp.lancaster.pa.us](mailto:bwebber@twp.lancaster.pa.us)  
• Direct Dial: (223) 221-7522

### Public Works Department

Director of Public Works: Mike Hamlin  
• [mhamlin@twp.lancaster.pa.us](mailto:mhamlin@twp.lancaster.pa.us)  
• Direct Dial: (717) 293-1733

Public Works Superintendent: Devin Groff  
• [dgroff@twp.lancaster.pa.us](mailto:dgroff@twp.lancaster.pa.us)  
• Direct Dial: (223) 221-7523

**Public Meetings** are held at the township building, 1240 Maple Avenue. Those attending will enter through the double-doors located on Perry Avenue. **All meeting information is posted on the [township website](#).**

- [Board of Supervisors](#) - 2nd Monday of the month at 6:00pm (exception--January meeting)
- [Planning Commission](#) - 3rd Tuesday of the month at 7:00pm
- [Zoning Hearing Board](#) - 4th Tuesday of the month at 7:00pm
- [Historical Commission](#) - April 4, June 6, August 1, October 3, December 5, 2022 at 6:30pm.

- [Building Code Board of Appeals](#) - held as needed



**[SERVING EAST END]**  
63 Lafayette Way, Lancaster  
(717) 392-5097  
Website: [www.lafayettefire.com](http://www.lafayettefire.com)  
Facebook:  
[www.facebook.com/lafayettefire](http://www.facebook.com/lafayettefire)



**[SERVING WEST END]**  
PO Box 210, Bausman  
(717) 394-5353  
Website: [www.ltfld.org](http://www.ltfld.org)  
Facebook:  
[www.facebook.com/LancasterTownshipFire](http://www.facebook.com/LancasterTownshipFire)



**[SERVING LANCASTER TOWNSHIP]**  
1825 Municipal Drive, Lancaster  
Administration: (717) 569-6401  
Nonemergency: (717) 664-1180  
**EMERGENCY: Dial 9 1 1**  
Website: [www.manheimtownshippolice.org](http://www.manheimtownshippolice.org)  
**CRIMEWATCH Network:**  
[lancaster.crimewatchpa.com/manheimtwppd](http://lancaster.crimewatchpa.com/manheimtwppd)



525 Fairview Avenue, Lancaster  
(717) 392-2115

Lancaster Rec provides neighborhood-based recreation and learning opportunities for all ages. Visit [lancasterrec.org](http://lancasterrec.org) to learn more.



125 North Duke Street, Lancaster  
(717) 394-2651

To learn more about library events, programs, and services, visit [lancasterpubliclibrary.org](http://lancasterpubliclibrary.org).  
Calendar of events:  
[lancasterpubliclibrary.org/events/](http://lancasterpubliclibrary.org/events/)



265 Harrisburg Avenue, Lancaster  
(717) 393-9622

Lancaster Family YMCA supports the health and well-being of children, adults, and families through a broad range of programs and events. Visit [lancasteryymca.org](http://lancasteryymca.org) to learn more about the programs offered.



#### CONSTRUCTION TO START ON NEW LTFD FIREHOUSE

Construction is beginning this spring on the new firehouse for Lancaster Township Fire Department (LTFD). The new Station 66, located across Millersville Pike from Manor Shopping Center, will replace LTFD's two 70-year-old stations in the Bausman and Hamilton Park neighborhoods. The building is expected to be operational by the end of 2023. [Read more...](#)

For more information about the project or the fund raising campaign, contact LTFD Chief Steve Roy at [sroy@ltfd.org](mailto:sroy@ltfd.org) or 717-587-6324.

### IMPORTANT CONTACT NUMBERS

#### Comcast/Xfinity: **ALL billing/service questions**

- (800) 266-2278

#### PPL Electric

- Power outage or downed/broken street light: (800) 342-5775
- Downed wires: (800) 342-5775 (press 1, then 3, for emergency)

#### Sewer Services -

**Contact the agency listed on the bill you receive**  
City of Lancaster Wastewater:

- (717) 291-4825
- After-hours Emergencies: (717) 293-5533

Lancaster Area Sewer Authority:

- (717) 299-4843
- After-hours Emergencies: (717) 396-9619

Suburban Lancaster Sewer Authority:

- (717) 560-7500

#### UGI Gas

- Billing/Service: (800) 276-2722
- Gas leak: Leave immediately with all people & pets. Call (800) 276-2722 or dial 911 *away from the building*.

#### Water Service is supplied by City of Lancaster

- Billing: (717) 735-3425
- Service: (717) 291-4820
- Emergencies: (717) 291-4816

#### Election & Voter Registration Information

- (717) 299-8293

#### Red Rose Transit

- (717) 291-1243

#### Renters Resource



- Emergencies: (717) 293-5533

- (717) 397-5182

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