

# Paxtang Borough

## RESIDENT REFERENCE GUIDE

[www.Paxtang.org](http://www.Paxtang.org)

3423 Derry Street, Harrisburg, PA 17111

Office 717-564-4770 PaxtangBoroOffice@comcast.net

Hours 9:00 a.m. – 4:00 p.m. Monday – Friday (except on Holidays)

Extended hours until 6:00 p.m. on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month

*Paxtang Borough was incorporated in 1914. Paxtang Borough is located East of the capital city of Harrisburg. Paxtang continues to evolve and change with the times but it holds on to its small-town feel, with a true sense of community. Residents can be found strolling down the sidewalks, visiting the local eateries, or enjoying the parks and the Capital Area Greenbelt. It is “home” to historical houses and well known structures, like the Paxtang Fire Company, Paxtang Elementary School, and Paxton Presbyterian Church. Events and activities are attended by many in the region such as the Halloween and Independence Day parades, Lions Pancake Breakfast, Tree Lighting and various social events that foster the “hometown” atmosphere.*

*In a half mile radius, Paxtang Borough has approximately 1,561 residents (2010), with over 700 households and 100 businesses.*

### **Contacts**

**Emergency: Call 911**

**NON-Emergency: 717-558-6900 Dauphin County Dispatch**

Police: Swatara Township Police Office 717-564-2550 <https://dauphin.crimewatchpa.com/swatarapd/3028>

Fire Company: Paxtang Fire Company and Fire Rescue 717-564-0520 <http://www.paxtangfire.com/>

Please visit [www.paxtang.org](http://www.paxtang.org) or call the Paxtang Borough Office to **register for Emergency Notification** on your landline or cell phone, which is an automated notification from the Borough for the purposes of emergency notifications and general alerts for road issues, delay of services, etc.

### **General Information**

Water Service: SUEZ 717-564-3662

Sewer and Solid Waste (Harrisburg City Department of Public Works): The annual Solid Waste/Recycling Service Fee and the Sewer Service Fee, are included with your tax bill for Paxtang Borough Property Taxes. Each property was issued a set of trash and recycle totes to be used for Solid Waste and Recycling. Recycle pickup and Trash day is between 5:30 a.m. and 6:00 p.m. on Thursdays, please contact the borough office or see the borough website for details on pick up and change of schedule for Holidays. Replacements may be purchased. If you have any missed pickups or questions, please call 717-695-9716 or email [paxtangtrash@harrisburgpa.gov](mailto:paxtangtrash@harrisburgpa.gov) .

### **Organizations in the Borough**

Paxtang Historical Society

Paxtang Lions Club

Lenker Manor Paxtang Women’s Club

Paxtang Civic Club

Paxtang Art Association

# Paxtang Borough

Wilhelm Paxtang Baseball Association

Paxtang Fire Company

Swatara-Paxtang Softball Association

Paxtang Swatara Community Library

We have Saussaman Park located on Paxtang Avenue next to the Paxton Presbyterian Church and also the lower park located along the Greenbelt at the 3400 block of Rutherford Street.

Rentals/Reservations are available through the Borough Office for Saussaman Park Pavilion or the Borough Gym located in the rear of the Paxtang Borough Building.

Capital Area Transit (CAT) bus system has bus stops available along Derry Street through the borough.

**Borough Council** Meetings are held on the third Tuesday of the month at 7:00 p.m. Workshop (Committee Meetings) are held on the first Tuesday of the month at 7:00 p.m. with the exception of a few dates. Please see website or call the Borough Office for specific meeting dates.

## Elected Officials

Mayor Sheilah Borne Fuller

Council Members:

Kathleen Bloss, President

Chris Spackman, Vice President

Jack Thomas, Pres. Pro Temp

Thomas Wingert

David Gui

Joshua Eisner

Nathan Martin

Tax Collector: F. Joseph Spackman

Zoning Hearing Board:

Robert Greenwood

Lorraine Spangler

John Moyer

Alternate: Dawn Deaner

Shade Tree Commission

Jeff Shyk, Chair

Jody Wood

Dana Deegan

## Appointed Officials

Solicitor: J. Stephen Feinour, Nauman Smith

Engineer: Jeremy Smith, Rettew Associates

Fire Chief: Acting Chief Will Skinner

Deputy Fire Chief: Vacant

Health Officer: John Holden

Property Maintenance Enforcement Officer: Saul

Schmolitz and Brian Rotolo

Civil Defense: Robin Bloss and Michael McKenna

Building Codes Officer: Robert Ihlein

Zoning Officer: Robert Ihlein

Right to Know Officer: Keldeen Stambaugh

Borough Manager: Keldeen Stambaugh

Secretary: Faye A. Clark

Treasurer: Denny Beaver

If you are interested in volunteering, please contact Keldeen Stambaugh at the Borough Office.

**Please see attached Property Maintenance Information to help us keep Paxtang beautiful!**

## **We are "PAXTANG PROUD"**

*If you are elderly or in poor health, please contact the office to inquire if there are any volunteers available who may be able to assist you with outdoor work.*

*If you know of a teenager or an adult looking to volunteer, please contact the Borough Manager to ask about any opportunities available in your Paxtang community!*

# Paxtang Borough



## Property Maintenance Information

In an effort to enhance the value of homes in our community and to avoid harboring unwanted pests, we have established a few property maintenance expectations in our Ordinances. The top items are listed below:

- **All Weeds and grass** must be maintained at a maximum height of 9 inches. This includes the entire property (i.e. garages, fences, walkways, etc.)
- **Garbage and rubbish** must be bagged and placed in a trash container with a tight fitting lid. Yard waste and brush (NO dirt) must be bundled or bagged in accordance with our garbage removal contract. Trash is placed out for pick up and returned to side or rear of property following pickup (all within 24 hours).
- **Vehicles** on street or private property **MUST** have a current registration and inspection. Parking is permitted in public parking lots, on your own private property in a “proper parking space/garage”, or on the street, but **NOT** next to a yellow/red painted curb nor at an intersection. All four wheels are encouraged to remain on the street. Do not park on or over the curbs.
- Primary and secondary streets must remain open enough for trucks to pass through. If parking is permitted, please park with awareness of space. Parking over the curbs is not permitted.
- House numbers must be prominently displayed on the front of a house with 4” easy read numbers on a contrasting background.
- Downspouts and gutters must be kept unclogged, clear of debris and vegetation and in functioning condition. Water may not be discharged off the property. See Borough Staff for questions.
- Painted surfaces especially around doors and windows must be maintained (no chipping, peeling or exposed wood).
- Trees/shrubs should not hang into a street or alley any lower than 15 feet.
- Trees, shrubs or vegetation should not intrude into the sidewalk area from the ground up to 7 feet.
- Fences or accessory structures (sheds/garages) should be kept in a solid and decent condition.
- Furniture designed for indoor use should not be placed on the front yard/porch. Stuffed furniture can draw and harbor rodents.
- Maintenance and repair of public sidewalks and curbs in public areas, within/on your property line, are the financial responsibility of the individual property owner.
- Shade trees, typically found between a public sidewalk and the street, are **ONLY** to be trimmed/removed by the Shade Tree Commission (STC) or those certified and approved by STC.

The Borough understands there are times when everyone falls behind on their property maintenance, but if the situation becomes a chronic problem than a citation may be issued. The *average minimal* cost of a citation is approximately \$170.00 including fines and court costs.

If you are planning to spend time away from your property, please make arrangements for the care and maintenance of your property. If there are extenuating circumstances (i.e. sudden illness) that would prevent you from maintaining your property, please notify the Property Maintenance Enforcement Officer at (717) 564-4770, so we may work with you. If we all take an extra moment to pull that small weed or make sure that the grass is mowed before we go on vacation, we can maintain the beauty of Paxtang well into the future.

# Paxtang Borough

## Building Permits



State Law and Borough Ordinance requires that the Property Owner or their Authorized Agent (contractor) must file a building permit application for any proposed new construction, structural repairs, electrical or plumbing work. An example of the above mentioned activities can be found at [www.paxtang.org](http://www.paxtang.org) under the Codes/Building Permit button. Click on the Building Permit Frequently Asked Questions page. If you are unsure what projects may need a building permit, **please contact the office prior to starting any work**. The violation/non-compliance fine is up to \$500.

## Pet Care

State law and Borough Ordinance dictates that **pets should be kept on a leash** when unattended or when walking off their property. If you are out walking your pet please take a second and clean-up after your animal. It is very neighborly to do so. If you have forgotten the appropriate clean-up material please return to the site and clean up as soon as possible. Please note, failure to clean-up after your pet would be a violation of Borough Ordinance, which states, if you are walking your pet and they “go” on any property that’s not yours, you must clean it up and properly dispose of it. Failure to do so could result in a fine of up to \$300.00 and the cost of prosecution.



Any dog, cat or other animal frequently howling or barking shall annoy or disturb neighbor/a number persons, a penalty may be applied.

## Fall Leaf Pickup

The Public Works Department will do test runs with the leaf machine and will officially begin the first week of November with test runs approximately 2 weeks prior. They will be working primarily on the West Half of the Borough beginning with the first week and then alternating to the East Half the following week. If conditions and progress allow, they may work ahead on the opposite half to try to stay ahead of the game. However, don’t assume that the stopping point for one day will be the starting point for the next. The Public Works Dept. would like to ask each resident and/or property owner to please wait to rake leaves to the curb, **not into the street**, for the scheduled pick-up time for your area. By waiting until the appropriate week this should minimize the chance of having any large wet piles of leaves standing for extended periods of time before Public Works has a chance to get to your area. Also as a reminder, **please do not place or rake any sticks and/or branches into the piles** as this will clog the leaf machine and drastically slow the pick-up. Updated information about Fall Leaf Clean-up will be posted on the Borough’s web site.

## Sidewalk Snow Removal

Keep the sidewalks clear of ice and/or snow **within 24 hours after the precipitation stops**. All sidewalks must be cleaned to a minimum of 3 feet in width for the safety of all who pass by. Failure to do so could result in a fine of up to \$100.00 plus court fees. If you expect to be away or physically unable, please make arrangements with a friend or neighbor to take care of your sidewalks if you are unable to do so.