

Dover Township

2480 West Canal Road
Dover, PA 17315
(717) 292-3634
fax (717) 292-1136

Hello and Welcome to the Area!

We are pleased that you chose a home in Dover and hope that you grow to enjoy the area as much as we all do.

Attached you will find some information and emergency numbers for the Dover vicinity. If you are unfamiliar with York County in general, remember to use your phone book – you will find a wealth of information in the front of the book which includes cultural events, historic sites, state and county parks and facilities, sporting information, farmers markets and much more! If you are already familiar with the County we're happy you stayed!

Dover Township, itself, is a growing community due to our rural/suburban setting with close proximity to major cities. Please remember, if you plan to do any building, renovations, additions or even demolition, to call our Zoning Office to see if any permits are required. As a growing community, there are certain rules and regulations residents must observe so your neighbors are not adversely affected by your actions.

We also encourage you to become involved in you community. Join in and be active in you local government, youth associations and/or service organizations. This is your future and the future of your families.

Best wishes in your new home.

Sincerely,

**DOVER TOWNSHIP
BOARD OF SUPERVISORS**

Curtis Kann, Chairperson
Michael Husson
Duane Hull
Shane Patterson
Madelyn Shermeyer

LET US SERVE YOU...

DOVER TOWNSHIP MUNICIPAL OFFICE

2480 W. Canal Road
(717) 292-3634
fax (717) 292-1136
toll free 1-877-402-3552
e-mail: dovertwp@dovertownship.org
website: www.dovertownship.org

Township Services include:

Parks & Recreation
Utility Billing
Engineering
Public Works
Recycling
Zoning
Building/Plumbing/Mechanical/Permits
Building Inspections

DOVER TOWNSHIP COMMUNITY BUILDING

3700 Davidsburg Road

Services include:

Dover Township Volunteer Fire Department (717) 292-4196
Dover Area Community Library (717) 292-6814
District Court 19-3-07 (District Justice Gerald E. Shoemaker) (717) 292-9611

(for community building rental information call 292-3634)

PUBLIC MEETINGS

Dover Township Board of Supervisors, 2nd & 4th Monday of the month, 7 p.m.

Dover Township Planning Commission, 1st Wednesday of the month, 7 p.m.

Dover Township Zoning Hearing Board, 3rd Wednesday of the month, 7 p.m.

Dover Township Sewer Authority, 4th Wednesday of the month, 7:30 p.m.

NOTE: Meetings for the Sewer Authority are held at the Wastewater Treatment Plant on Graffius Road. All other meeting are held at the Dover Township Municipal Office, 2480 W. Canal Road. All sessions are open to the public.

Dover Township Building Permits

Basic building permits are required for many household additions or alterations, including fencing, sheds and pools.

A building permit application must be completed for your project (permits can be found on line at www.dovertownship.org under *Building Permits* on the left hand side of the screen, or at our office, 2480 W. Canal Road)

Your permit should include the following:

1. Show your entire lot, with dimensions.
2. Show your street/road and label it
3. Place your house and any building or structures on the lot
4. Show your driveway
5. Show your water and sewer lines or well and septic locations on your lot and where they enter your house
6. Show your new improvement (shed, pool, garage, etc) on you lot with the size and tell us how far it is to all property lines
7. Show any easements or right-of-ways on, or next to, your property

This sketch does not have to be drawn to scale. If you are hiring a contractor, we will need a **certificate of workman's compensation with Dover Township listed as the certificate holder.** (This is not the same as liability insurance).

Once your application is submitted to the township, with all the required and completed information, we have up to 15 days to approve or deny your permit. Your completed application will go to several different departments within our office, with each department checking for the information they need and require to sign off and approve. This is done until all required departments do their reviews. The application finally makes its way back to the Permit/Zoning office where it is reviewed with all comments and then finally issued or denied. As you can see, this process does take time.

Please call our office at 292-3634 if you have any questions.

Estimate permit fees at this time (2009) are:

Zoning Permit and/or Use Certificate only, for projects not regulated by the building code\$50.00

All projects regulated by the PA Uniform Construction Code, as amended by Dover Township. Fee¹ is based on the construction value:

- a. \$0 to \$7,500.....\$80.00
- b. \$7,500 and up 1%
- c. Wood stove installation....\$25 per inspection

Any inspection necessitated by a Builder's or Contractor's failure to have all work completed or work that fails to meet the requirements of the Uniform Construction code at the time a regular inspection is scheduled shall be referred to and known as a "reinspection".

First reinspection per project.....FREE

Second and subsequent reinspections per project.....\$50.00 per inspection

¹Fee includes plan review and all inspections.

NOTE: No Certificate of Occupancy shall be issued by Dover Township until all fees for regular inspections performed and reinspections are paid in full

In addition to building permits there are also plumbing permits, mechanical permits, septic permits and well permits to be considered if work is necessary.

Please call our office at 292-3634 to see what is required for your project.

DOVER AREA SCHOOL DISTRICT

Administrative Office, School Lane	(717) 292-3671
Dover Elementary, 109 E. Canal Road	(717) 292-3671 x 30111
Kralltown Elementary, RD 1, East Berlin	(717) 432-3525
Leib Elementary, 2925 Oakland Rd	(717) 292-3671 x 50111
Weigelstown Elementary, 3205 Carlisle Rd	(717) 292-3671 x 70111
North Salem Elementary School (grades 5-6) 5161 N. Salem Church Road	(717) 292-3671 x 60111
Dover Area Intermediate School (grades 7-8) Intermediate Avenue	(717) 292-3671 x 20111
Dover Area High School, W. Canal Road	(717) 292-3671 x 10112

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NEED HELP - JUST CALL...

FIRE...

POLICE...

MEDICAL EMERGENCIES

DIAL 911 York County Control

See next page for additional information from N.Y.C.R.P.

To our new Residents:

The Northern York County Regional Police Department provides police service to Dover Township. The Department offers many services to its residents free of charge. These include fingerprinting, child ID kits, community programs, and checks on your home while you are on vacation. If you have any questions about any of these programs or other services we have to offer, please contact us at the number below or stop in during business hours to see us. In the event you need police services at your home please call 911.

Northern York County Regional Police
1445 E. Canal Road
Dover, PA 17315
(717) 292-3647
Fax (717) 292-0364

If you have moved to Dover Township from out of state, we ask that you convey your out of state vehicle registration(s) and driver's license(s) as soon as possible. Pennsylvania Law requires that these changes be made within 60 days of establishing residency. Additional information can be obtained by logging on to the PA Department of Transportation website at www.dmv.state.pa.us.

Thank you.



NON-EMERGENCY PHONE NUMBERS

Dover Area Ambulance Club 40 E. Canal Rd	(717) 292-9776
Northern York County Regional Police 1445 E. Canal Rd	(717) 292-3647
Dover Township Volunteer Fire Department 3700 Davidsburg Rd	(717) 292-4196
Dover Union Fire Department 30 E. Canal Rd	(717) 292-1493
York County Control	(717) 854-5571

Always DIAL 911 For Any Emergency

Your Support is Needed...

2007 contacts:

Youth Sports

Dover Area Soccer	Susan Mulhollem	767-1770
	Alicia Wentz	292-0756
Tri-Town Football	Ron Little (Pres.)	292-5200
Dover Area Athletic Assoc. (baseball/softball)	Phil Heim	683-5528
	Nick Hansel	577-8590
Dover Youth Basketball	Tina Martin	292-1836
Dover Youth Wrestling	Mark Becker	792-6895
	Tony Anderson	292-2154
Dover Area Aquatic Club	Bill Spaulding	505-7997

SCOUTS

Girl Scouts	Lisa Lucabaugh	767-5055
Boy Scouts	Josh Potts	843-0901

COMMUNITY SERVICE ADULT ORGANIZATIONS

Dover Area JayCees	Jeff Miller	292-4095
Dover Lions Club	Tom Klunk	792-5162
Weigelstown Lions Club	Dennis Meckley	764-3131
Dover Lionesses Club	Carolyn Baumgardner	292-2526
AARP	Faye Gentzler	767-3723
Heritage Senior Center	Sandy	292-7471
Women of Today	Cheryl Miller	292-4095
Greater Dover Historical Society	Madelyn Shermeyer (Pres.)	292-2018

If you are interested in joining, volunteering, or looking for additional information on any community organization, please call the contact people listed above!

BECOME INVOLVED IN YOUR COMMUNITY TODAY!

THINGS YOU SHOULD KNOW...

SEWER/WATER UTILITY SERVICES

Services are billed on a quarterly basis. Please call the Township Office at (717) 292-3634 to determine your billing cycle.

GARBAGE SERVICE

Residential trash service is provided by York Waste under a Township Contract. Billing is done directly by York Waste. Arrangements can be made for a 2-50 lb. container per week service or a 4-50 lb. per week service. Please call York Waste 845-1557 with questions. Garbage service also includes recycling, which is collected in a separate container on your collection day. The Township will provide a recycling container. Please call the Township @ 292-3634 for recycling questions.

Collection scheduled on a holiday or after will be collected a day late that week.

Recycling Materials include: *newsprint, glass (clear, green and brown), aluminum cans, bi-metallic cans, corrugated cardboard, plastic bottles, and high grade paper.*

LOCAL POST OFFICE

The Dover Post Office is located on Main Street (Route 74) in the Dover Borough. Parking is on the west side of Main Street only, but there is ample parking in the rear of the post office. To get to the rear of the post office, take West Canal ½ block to an alley, turn right and look for the mail trucks and loading dock on your right. Their phone number is 292-7318.

LOCAL TAXES

The Dover Township Tax Collector is Kristine Keener. Her office 3960 Carlisle Road, Dover. Her office phone number is 292-4046. Call for her hours.

The Tax Collector is responsible for the collection of township, county and school real estate and personal taxes. In February you should receive a bill for county and township real estate taxes and a separate bill for Township per capita taxes. In July, the school real estate and personal tax bills are issued. Personal tax bills are not paid by your escrow services. Only real estate taxes can be escrowed.

VOTER REGISTRATION

Voter registration forms can be obtained at the Dover Township Municipal Office, 2480 W. Canal Rd or register in person at the Voter Registration Office, 1 Market Way West, York. If you have any questions regarding voting, please direct them to the Voter Registration office at 771-9604.

DOG LICENSES

A Dog License can be purchased at "Just For Pets", 3665 Bull Road, 292-4329

YOUR QUESTIONS ARE IMPORTANT TO US...

If there is anything you are unsure of, please feel free to ask us for assistance. Just call the Township Office at 292-3634 and we will be glad to help you.

DOVER AREA RECREATION FOR THE YOUNG AND THE ACTIVE...

Summer Pre-School Program

During the summer months of June through August, 3, 4, and 5 year olds can enjoy time away from mom plus have fun and learn all at the same time. Preschoolers 3 years old

attend Monday through Thursday from 10:30 to 11:45 a.m. The older preschoolers ages 4 and 5 attend Monday through Thursday 9 to 10:15 a.m. The preschool program is held at the Log Cabin on West Canal Road across from the Township Municipal Office. Pre-registration is necessary. There is a fee \$12 for Residents & \$17 Non Residents (2009) and the program is limited to 20 children per group.

(times and prices subject to change)

SAFETY SCHOOL

A popular program for children ages 4 to 6 to learn about safety from their friendly neighborhood firemen, police officers, etc. The program is held for two weeks during the month of July from Monday through Thursday, 6:30 to 8 p.m. at the Log Cabin on West Canal Road across from the Township Municipal Office. There is a fee of \$20 for Residents & \$30 Non Residents. Pre-registration is necessary with a limitation of 20 children in the class.

SUMMER PLAYGROUND PROGRAM

Dover Area children ages 6 to 12 are invited to join in the fun this summer with games, arts and crafts, and just lots and lots of fun. The playground program is held from June through the beginning of August from 9 a.m. to 12 noon, Monday through Friday, at Leib Elementary, Weigelstown Elementary and Dover Community Park. It's free – pre registration is not required.

OVER 30-BASKETBALL

The Over 30 recreational basketball games are for Dover Area residents and I.D. may be requested. "Over 30" pertains to the age eligibility to play. Each session is \$1.00. Basketball runs from January through March on Thursday evenings at N. Salem Elementary School. Call 292-3634 for details.

SUMMER CONCERTS

Concerts are held in the Dover community Park, weather permitting, on the third Sunday of the month from June through August. Show time is 6 p.m. Concerts are free to the public. In case of rain, the concert will be moved inside to Brookside Park on Fox Run Road, Building #1.

KEEP IT FIT

Held on Monday and Wednesday mornings from 9:45am-11am. This class is designed to strengthen your body and tone those muscles starting with limited aerobics to strengthen and finish with sculpting exercises with hand weights, stability balls, bands, and more. The class is held at the community Bldg, 3700 Davidsburg Rd. Call the Dover Township Municipal Office at 292-3634 for session starting dates.

ADULT EVENING AEROBICS

Mondays & Wednesdays & Thursdays from 7:00 to 8:00 p.m. at the Dover Township Community Building on Davidsburg Road. Each 8 week session is \$25 for residents and \$30 for non residents. This class is user friendly. Men and women are both welcome to join. Looking for a little variety? You found it! Have fun blasting away calories and increasing your cardio endurance. This class has a mix to step, kickboxing and body-sculpting exercises. Meet new friends and get in shape at the same time. (Hand weights are a big part of the class and should be brought with you). Call the Dover Township Municipal Office at 292-3634 for session starting dates!

ZUMBA

Held Thursday evenings from 6-6:45pm. This class combines Latin Rhythms with cardiovascular exercise to create an aerobic routine that is fun and easy to follow. The class is held at the Community Bldg, 3700 Davidsburg Road. Call the Dover Township Municipal Office at 292-3634 for session starting dates!

For ALL Adult Fitness Programs the cost is a \$25 Punch Card for all residents in the Dover School District and \$30 Punch Card for non-residents. The cards cover an 8 week session (total of 16 classes per punch card) and fitness punch cards are good for all Fitness Programs except Yoga.

GENTLE YOGA

Tuesday and Thursday evenings from 5:30 – 6:30. This is a beginner's yoga class. Relax, de-stress and enjoy, let your body surprise you with how quickly it gains flexibility and balance. You are welcome to move at your own pace and do only the postures you are comfortable doing. Classes are held at the Dover Township Municipal Building on W. Canal Road. Please bring your own yoga mat. Costs: \$30.00 for residents; \$33.00 for non-residents. Call for the next session!

INTERMEDIATE YOGA

Tuesday and Thursday evenings from 6:45 to 7:45. This is a great workout leaving you both revitalized and relaxed. It is a great way to gain flexibility while both strengthening and toning muscles. It is also a fabulous stress reducer. This class is not suited for anyone with back or wrist injuries. Please bring your own yoga mat. Classes are held at the Dover Township Municipal Building on W. Canal Road. Costs: \$30.00 for residents; \$33.00 for non-residents. Call 292-3634 for the next session!

Yoga Punch Card: Cost is \$30 for residents and \$33 for non-residents. Class is limited to 20 participants so please register early.

BUS TRIPS

Call the Dover Township Municipal Office at 292-3634 to receive an updated listing. Visit places like the Baltimore Aquarium, Radio City Music Hall and Ellis Island or sporting events like NASCAR races, Orioles baseball and Ravens football.

OLD FASHIONED CARNIVAL

This event is fun for the whole family. The Old Fashioned Carnival consists of pony rides, games for the kids, and lots of food at old fashioned prices. Come and enjoy the Emigsville Band and participate in the famous cakewalks. Mark your calendar for the fourth Wednesday in July. The carnival runs from 4 to 8 p.m.

FAMILY FUN FEST

Fun for the whole family!! The Family Fun Fest is held in the beginning of October at Lehr Park. Games, rides, food and music are just some of the fun things you will find. Bring your family out and for this all day event!

DOVER DOUG'S GROUNDHOG DAY CELEBRATION

Join Dover Doug, Grand Pooh-Bah Don Keener and Burrow Master Maureen App at the gazebo in Dover Community Park, 2481 W. Canal Rd. @ 7 am. What will Dover Doug's prediction be?! If you can't join us for the prediction, join us for our annual spaghetti dinner or breakfast celebrating Dover Doug's awakening from hibernation.

Watch for your "*Dover Township Community Report*", mailed quarterly (January, March, June and September) for additional activities, trips and programs.

Dover Township Facilities

Dover Township Community Building – 3700 Davidsburg Road

This building has: Dover Township Volunteer Fire Company
District Justice Gerald Shoemaker
Heritage Senior Center, Inc.
Dover Area Community Library

The **Shiloh Garden Club** holds their monthly meetings in the social room on the 4th Thursday of the month. **AARP** holds their monthly meetings in the social room on the 3rd Tuesday of the month.

Dover Youth Baseball, Dover Youth Basketball, Dover Youth Soccer and Tri Town Football all use the Senior Center for their monthly meetings.

The **Girl Scouts** have one room and one storage room at no cost.

The social room is approximately 93' x 62' and can be split into two rooms.

The small side will seat 125. The cost to rent is \$125.00 for 4 hours, \$25.00 for each additional hour and automatically \$25.00 for each hour past midnight. A \$125.00 deposit is also payable, but refunded if the hall is cleaned up and basically left the way it was found.

The large side will seat 175. The cost to rent is \$175.00 for 4 hours, \$25.00 for each additional hour and automatically \$25.00 for each hour past midnight. A \$175.00 deposit is also payable, but refunded if the hall is cleaned up and basically left the way it was found.

The whole hall will seat 300. The cost to rent is \$300.00 for 4 hours, \$50.00 for each additional hour and automatically \$50.00 for each hour past midnight. A \$300.00 deposit is also payable, but refunded if the hall is cleaned up and basically left the way it was found.

The kitchen is available for use but if renters need to turn the gas on to the deep fryer the charge is \$25.00

Local organizations can rent the hall for ½ price for fundraisers and banquets.

DIRECTIONS FROM ROUTE 74 – Turn West on to Davidsburg Rd. The building is located on the left.

Lehr Park – 3700 Davidsburg Road

- 1 full size baseball field (ages 13 and up)
- 1 full size soccer field (ages 11 and up)
- 1 small size soccer field (U-10 and under age group)

The outfield area of the baseball field is used for another soccer field when the tournaments are held.

1 paved walking trail (.52 miles)

1 pavilion with kitchen facilities

Rental fee with kitchen - \$40.00 plus \$40.00 deposit

Rental fee with out kitchen – Donation

1 small pavilion – first come, first serve basis

Play equipment (ADA Accessible)

Age 2 – 5 equipment

Age 6 – 12 equipment

Swings

Tot Swings

Sandbox

Spring animals

Building rental and field use requests are made through the Parks & Recreation Director. All maintenance, repairs and improvement should be reported to the Parks & Recreation Director and will be done by the Township.

DIRECTIONS FROM ROUTE 74 – Turn West on to Davidsburg Rd. The park is located on the left.

Dover Area Community Park – 2481 West Canal Road

Log Cabin

Residents can rent the cabin for \$40.00 and non-residents can rent it for \$60.00. A \$25.00 deposit is also payable, but refunded if the hall is cleaned up and basically left the way it was found.

The cabin is used for Pre-School Playground, Playground Staff Training and Safety School each summer. The second floor is storage for Dover Area Recreation supplies. The attic is storage for Dover Area Recreation and Dover Youth Soccer equipment.

Pavilions

Pavilion #1 (east side) is used on a first come, first serve basis. Pavilion #2 (west side) can be reserved for a donation.

Gazebo

The gazebo is home for the Summer Concert in the Park Series and is becoming popular as a wedding setting. The gazebo can be reserved by donation, or, by special request with the reservation of the Log Cabin.

Play Equipment

Tot Swings

Swings

Ages 3 – 5 Equipment

Ages 5 – 12 Equipment

Hill Sliding Boards

Reservations for the Log Cabin, Pavilion or Gazebo are made through the Parks & Recreation Director. All maintenance, repairs and improvement should be reported to the Parks & Recreation Director and will be done by the Township.

DIRECTIONS FROM ROUTE 74 – Turn West on to Canal Rd. The park is located on the right.

Brookside Park – 4054 Fox Run Road

Building #1 – Rental fee is \$75.00 plus a \$75.00 deposit payable, but refunded if the hall is cleaned up and basically left the way it was found. This building holds 300. There is a wooden floor, small stage and limited lighting. It is also referred to as the Dance Hall.

Building #2 – Rental fee is \$20.00 plus a \$20.00 deposit payable, but refunded if the hall is cleaned up and basically left the way it was found. This building holds 50. This is the “kitchen building”. There is a sink, stove, refrigerator.

Building #3 – Rental fee is \$20.00 plus a \$20.00 deposit payable, but refunded if the hall is cleaned up and basically left the way it was found. This is the small narrow building. There is a sink, stove, refrigerator and a gas ring in the building.

Carousel Building – Rental Fee is \$100.00 plus a \$100.00 deposit payable, but refunded if the hall is cleaned up and basically left the way it was found. This building holds 150. There is a refrigerator.

Buildings #2 and #3 can be rented individually or included with buildings #1 and Carousel Building at no additional cost, depending on availability.

Also included at the park are:

Indoor Bathroom Facilities

2 Sand Volleyball Courts

- 1 Basketball Court
- 1 Softball Field
- Play Equipment
 - Age 5 – 12 equipment
 - Animal Rockers
 - Climber
 - Swings
 - Small Slide
 - Sand Box

Building reservation and field requests are made through the Parks & Recreation Director. All maintenance, repairs and improvement should be reported to the Parks & Recreation Director and will be done by the Township.

DIRECTIONS FROM ROUTE 74 – Turn East on to Fox Run Rd and drive just over a mile. The park is located on the left.

Mayfield Park (aka. Fenstermacher Field and Tri-Town)

Included at this facility is:

- Football Field
- Baseball Field (10 – 12 age group)
- Basketball Court
- Tot Swings
- Swings

This field is home to the Tri-Town Tornados (football and cheerleading) during the fall and is used throughout the spring and summer by Dover Youth Baseball.

Field use request are sent through the Parks & Recreation Director.

All maintenance, repairs and improvement should be reported to the Parks & Recreation Director and will be done by the Township. Tri-Town is responsible for the building, the announcing booth, and snack stand.

DIRECTIONS FROM ROUTE 74 – Turn West on to Emig Mill Rd. At the stop sign turn left onto Mayfield Dr. Mayfield Drive will take you into the park.

Edgewood Park

- 1 Softball Field
- 1 Soccer Field
- 1 Climber

Field use requests are sent through the Parks & Recreation Director.

All maintenance, repairs and improvement should be reported to the Parks & Recreation Director and will be done by the Township.

DIRECTIONS FROM ROUTE 74 – Turn West on to Davidsburg Rd. After the signal light turn right onto Marlborough Rd. Turn Right onto Broughton Dr. The park is at the end of the cul-de-sac.

Canoe Launch

1 Picnic Table

Parking Area

All maintenance, repairs and improvement should be reported to the Parks & Recreation Director and will be done by the Township.

DIRECTIONS FROM ROUTE 74 – Turn East on to Conewago Rd. The park is located on the left just over a mile after the intersection of Crone Rd. and Conewago Rd.

Open Space Areas

The township has many other open space recreation areas that do not have any facilities or equipment on them. They are open for the public to use as recreation areas or picnic areas. These areas include:

- Tower Village Park on Wyngate Rd.
- Sunrise Acres Recreation Area on Partridge Dr.
- Sunrise Acres Recreation Area on Kortni Dr.
- Edgewood Recreation Area on Marlborough Rd.
- Edgewood Recreation Area on Devoinshire Dr.
- Edgewood Recreation Area on Wynnfield Rd.
- Barwood Recreation Area on Solar Dr.