

# DOVER TOWNSHIP

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. Please visit our website at [www.dovertownship.org](http://www.dovertownship.org) for additional information.

Dover Township 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 your community. Join in and be active in our 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**

**DOVER TOWNSHIP  
BOARD OF  
SUPERVISORS**

*Matthew Menges*

*Stephen Parthree*

*Charles Richards*

*Robert Stone*

*Stephen Stefanowicz*



# 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  
website: [www.dovertownship.org](http://www.dovertownship.org)

### Dover Township Services Include:

Parks & Recreation  
Utility Billing  
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  
Dover Senior Center  
(717) 292-7471  
Community Building Rentals  
(717) 292-3634

## Dover Township

### PUBLIC MEETINGS SCHEDULE

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

Dover Township  
ICDC Board  
4th Wednesday of the  
month, 4 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.

Meetings for the Sewer Authority are held at the Wastewater Treatment Plant on Graffius Road. All other meetings 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](http://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:

Show your entire lot, with dimensions

Show your street/road and label it

Place your house and any building or structures on the lot

Show your driveway

Show your water and sewer lines or well and septic locations on your lot and where they enter your house

Show your new improvement (shed, pool, garage, etc) on your lot with the size and tell us how far it is to all property lines.

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 business 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. Permit and Stormwater fees will be given when applicant picks up the permit. Fee 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 re-inspections 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 to see what is required for your project.

# **NEED ASSISTANCE-**

## **PLEASE CALL...**

**York County Control**

**For Fire, Police or Medical Emergencies**

**DIAL 911**

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 convert 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](http://www.dmv.state.pa.us).

**Dover  
Township**

**YOUR  
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ARE  
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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 SCHOOL DISTRICT**

## **Administrative Office**

Edgeway Drive (717) 292-3671

## **Dover Elementary**

109 E. Canal Road (717) 292-8068

## **Leib Elementary**

2925 Oakland Rd (717) 292-8070

## **Weigelstown Elementary**

3205 Carlisle Rd (717) 292-8072

## **North Salem Elementary School**

5161 N. Salem Church Road (717) 292-8071

## **Dover Area Intermediate School**

Intermediate Avenue (717) 292-8067

## **Dover Area High School**

W. Canal Road (717) 292-8066

# **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

## Your Support is Needed...

### Dover Youth Soccer

<http://www.leaguelineup.com/welcome.asp?url=doverareasoccer>

### Tri-Town Football

(Football and Cheerleading)

<http://tritownboysclub.org>

### Dover Area Athletic Association

(Baseball and Softball)

<http://www.doverathletics.com/>

### Dover Youth Basketball

<http://www.leaguelineup.com/welcome.asp?url=doveryouthbasketball&sid=597732722>

### Dover Youth Wrestling

<http://freeteams.com/doveryouthwrestling/>

### Dover Area Aquatic Club

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

### Dover Area Lacrosse Eagle

<http://www.eagleslacrosseclub>

### SCOUTS

Girl Scouts Lisa Lucabaugh 767-5055

Boy Scouts Jeff Fenstermacher 292-6439

Cub Scouts and Boy Scouts programs serve the Dover area with three different Packs (ages 7-10 ) and three different Troops ( ages 11-17).

## Dover Township

### Annual Events

#### FISHING SHOW

Community

Building

Held the second weekend in

January.

#### EASTER EGG HUNT

Lehr Park

Held the Saturday before Easter.

#### ANNUAL YARD SALE

This date varies, check our newsletter or website for more details.

#### TRUNK OR TREAT

This date varies, check our newsletter or website for more details.

# **COMMUNITY SERVICE**

## **ADULT ORGANIZATIONS**

### **Dover Area JayCees**

Jeff Miller (717) 292-4095

### **Dover Lions Club**

Tom Klunk (717) 792-5162

### **Weigelstown Lions Club**

Stanton Miller (717) 764-8915

### **Dover Lionesses Club**

Carolyn Baumgardner (717) 292-2526

### **AARP**

Faye Gentzler (717) 767-3723

### **Heritage Senior Center**

Emma Crossley (717) 292-7471

### **Dover Women of Today**

Hallie Smith (717) 792-1649

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



# 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.

## ELECTRICAL UTILITY SERVICES

Electric utility services for your area would be Adams Electric or Met-Ed.

Adams Electric telephone number: 888-232-6732 or  
(Local) telephone 717-334-2171.

Met-Ed Electric telephone number: 888-544-4877 or  
(Local) telephone 717-848-1928.

## CABLE UTILITY SERVICES

Cable utility services for your area may be obtained thru Comcast, Dish Network or Direct TV.

Comcast telephone number: 1-800-934-6489

Dish Network telephone number: 1-855-318-0572

Direct TV telephone number: 1-800-531-5000.

## GARBAGE SERVICE

Residential trash service is provided by Penn Waste under a Township Contract. Billing is done directly by Penn Waste. Arrangements can be made for a container per week service. There are three options for service available. Please call Penn Waste 767-4456 with questions. Garbage service also includes recycling, which is collected in a separate container on your collection day. A recycling container can be picked up at the Township Office at no charge. Garbage bags are also available at \$4.00 per bag. Please call the Township @ 292-3634 for recycling questions. Collections 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.

## Dover Township

Watch for the  
“*Dover Township  
Community  
Newsletter*”,  
mailed quarterly  
(January, April  
July and  
October)  
for additional  
activities, trips and  
programs.



# THINGS YOU SHOULD KNOW...

(CONTINUED)

**YOUR  
QUESTIONS  
ARE  
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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.**

## **LOCAL POST OFFICE**

The Dover Post Office is located on Main Street (Route 74) in 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, from the Dover square, 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 is 3700-6 Davidsburg 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. 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.

## **MAGISTERIAL DISTRICT JUSTICE**

Dover Township utilizes the operation of one of 19 York County Magisterial District Justices. Judge David C. Eshbach represents our district. The Dover Township Magisterial District Justice is located at 2990 Grenway Road, Dover.

## **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 York Treasurer's Office 849-2200  
Animal Medic 266-5611  
SPCA 764-6109

# **DOVER AREA RECREATION**

## **FOR ALL AGES...**

### **SUMMER PRE-SCHOOL PROGRAM**

During the summer months of June through the end of July, 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 of \$40 for Residents & \$50 Non Residents and the program is limited to 20 children in the four and five year old age group and 15 children in the three year old age group (times and prices subject to change).

### **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 end of July from 9 a.m. to 12 noon, Monday through Friday, at Lehr Park and Dover Community Park. Pre-registration is not required. There is a fee of \$55 for Residents & \$70 for Non-Residents.

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# **DOVER AREA RECREATION**

## **FOR ALL AGES...**

### **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 Tuesday evenings at North Salem Elementary School. Call 292-3634 for details.

### **SUMMER CONCERTS SERIES**

Concerts are held in the Dover Community Park, weather permitting, on the second Sunday of the month from May 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, in the Carousel Building.

### **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 information.

### **ZUMBA**

Held Monday and Wednesday evenings from 7-8 p.m. 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 Center, 3700 Davidsburg Road. Call the Dover Township Municipal Office at 292-3634 for session fees!

### **YOGA**

Gentle Yoga is offered Tuesday and Thursday evenings at 5:30 p.m. and Saturday morning at 8:30 a.m. This is a beginner's yoga class. An intermediate yoga class is available Tuesdays and Thursdays evenings starting at 6:45. 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. Call for pricing!

# DOVER AREA RECREATION FOR ALL AGES...

(CONTINUED)

## BUS TRIPS

Call the Dover Township Municipal Office at 292-3634 to receive an updated listing. Visit places like New York City, Washington D.C. Cherry Blossom Festival and Ocean City, Maryland Sunfest.

## 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 p.m. to 8 p.m.

## FAMILY FUN FEST

Fun for the whole family!! The Family Fun Fest is held on the last Saturday in September at Lehr Park. Games, rides, food and music are just some of the fun things you will find. Bring your family out 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.

## Dover Town- ship

Watch for the  
“*Dover Township  
Community  
Newsletter*”,  
posted to our  
website quarterly  
(January, April,  
July and  
October)  
for additional  
activities, trips and  
programs.



# DOVER TOWNSHIP

## FACILITIES

### Dover Township Community Building

**This building is located at:** 3700 Davidsburg Road

**This building includes the following divisions:**

Dover Township Volunteer Fire Company

Heritage Senior Center, Inc.

Dover Area Community Library

Dover Tax Collector

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

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 \$175 and \$50 for each additional hour past midnight. A \$175.00 deposit is also payable, but refunded if the hall is cleaned up and left the way it was found. Non-Resident fee is \$280.00.

The large side will seat 175. The cost to rent is \$225.00 and \$50 for each additional hour and automatically \$50.00 for each hour past midnight. A \$225.00 deposit is also payable, but refunded if the hall is cleaned up and left the way it was found. Non-Resident fee is \$330.00.

The whole hall will seat 300. The cost to rent is \$350.00 and \$50.00 for each hour past midnight. A \$350.00 deposit is also payable, but refunded if the hall is cleaned up and left the way it was found. Non-Resident fee is \$450.00. Half room rental are available as well.

\*(Non-profits can rent the hall for ½ price for fundraisers and banquets.)

# DOVER TOWNSHIP

## FACILITIES

### Lehr Park

This park is located at:

3700 Davidsburg Road

This site includes the following areas:

Various baseball and soccer fields.

1 paved walking trail (.52 miles)

1 pavilion with kitchen facilities with electric.

Rental fee with kitchen - \$60.00 plus \$60.00 deposit  
Non-Residents \$80.00

1 small pavilion with no electric.

Rental fee - \$25.00 Non-Residents \$30.00

Play equipment (ADA Accessible)

Age 2 - 5 equipment

Age 6 - 12 equipment

Swings and Sand Boxes

### Lehr Park

#### DIRECTIONS FROM ROUTE

74 -

Turn West on to  
Davidsburg Rd.  
Travel about a ½  
mile and the park  
is located on the  
left.

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.

**Dover  
Area  
Community  
Park**

**DIRECTIONS  
FROM  
ROUTE 74 -**

Turn West on  
to Canal Rd  
and go about 1/2  
mile and the  
park is located  
on the right.

**DOVER TOWNSHIP  
FACILITIES**

**Dover Area Community Park**

**This park is located at:** 2481 West Canal Road

**Log Cabin** - Residents can rent the cabin for \$50.00 and non-residents can rent it for \$80.00. A \$50.00 or \$80.00 deposit is also payable, but refunded if the building is cleaned up and left the way it was found.

The cabin is used for Pre-School Playground and Playground Staff Training each summer.

**Pavilions** - Pavilion #1 (by playground) and Pavilion #2 (by log house) can be reserved for \$25.00 a day. A non-resident fee is \$30.00. Both pavilions have electric.

**Gazebo** - The gazebo is home for the Summer Concert Series and is becoming popular as a wedding setting. The gazebo can be reserved for \$25.00 a day. A non-resident fee is \$30.00. Electric is available at this site.

**Play Equipment** - Tot Swings, Swings, Ages 3 - 5 Equipment, Ages 5 - 12 Equipment, Sliding Boards.

**Whole Park** - Rent the whole park including the Gazebo, Log House and two pavilions for \$125.00 for a resident and \$170.00 for non-residents.

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

# DOVER TOWNSHIP

## FACILITIES

(CONTINUED)

### Brookside Park

The park is located at: 4054 Fox Run Road

**Building #1 (Dance Hall)** - Rental fee is \$125.00 plus a \$125.00 deposit payable, but refunded, if the hall is cleaned up and left the way it was found. A non-residents fee is \$180.00. This building holds 125. There is a wooden floor and has a small stage.

**Building #2 (Large Kitchen)** - Rental fee is \$75.00 plus a \$75.00 deposit payable, but refunded, if the hall is cleaned up and left the way it was found. A non-residents fee is \$100.00. This building holds 50. There is a sink, stove, and refrigerator.

**Building #3 (Small Kitchen)** - Rental fee is \$50.00 plus a \$50.00 deposit payable, but refunded, if the hall is cleaned up and left the way it was found. A non-resident fee is \$90.00. This is the small narrow building that holds 30 people. There is a sink, stove, and refrigerator in the building.

**Carousel Building** - Rental Fee is \$250.00 plus a \$250.00 deposit payable, but refunded, if the hall is cleaned up and left the way it was found. A non-resident fee is 350.00. This building holds 200. There is a sink, stove and refrigerator available at this building.

## Brookside Park

### DIRECTIONS FROM ROUTE

74 -

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



# DOVER TOWNSHIP FACILITIES

(CONTINUED)

## Brookside Park

### DIRECTIONS CANAL ROAD

-

From Bull Road heading West on Canal, turn left onto Fox Run Road, park will be on your right.

**Whole Park (Brookside)** - Rental Fee is \$450.00 plus a \$450.00 deposit payable, but refunded, if the buildings are cleaned up and left the way they were found. A non-resident fee is \$550.00. This rental includes all Buildings.

Also included at the park are:

Indoor Bathroom Facilities

2 Sand Volleyball Courts

1 Basketball Court

Play Equipment

(Age 5 - 12 equipment, climber, and swings)

1 Baseball Field

(The baseball field is located behind the YMCA at 1705 Palomino Road, Dover.)

**Whole Park (Brookside) Without Carousel Building** - Rental Fee is \$250.00 plus a \$250.00 deposit payable, but refunded, if the buildings are cleaned up and left the way they were found. A non-resident fee is \$400.00.

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

# DOVER TOWNSHIP

## FACILITIES

(CONTINUED)

### Mayfield Park

(Also Known As - Fenstermacher Field and Tri-Town)

Included at this facility are:

Football Field

Playground

This field is home to the Tri-Town Tornados (football and cheerleading) during the fall.

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

All maintenance, repairs and improvements 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.

### Edgewood Park

Included at this facility are:

Baseball Field

1 Playground 5-12

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

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

### Mayfield Park

#### 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

#### 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.

# DOVER TOWNSHIP

## FACILITIES

(CONTINUED)

### 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.

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

And once again; Welcome to Dover Township!

