



West Lebanon Township  
322 North 22<sup>nd</sup> Street, Lebanon, PA. 17046  
Phone # (717) 274-1598 Fax: (717) 274-5119

## 2024 Spring and Summer Newsletter

Township monthly meetings are the first Monday of each month @ 7:00pm  
Township Office Hours are Monday thru Thursday 9am. – 1pm.

# VOTE

Primary Election Date: Reminder to VOTE, Tuesday April 23, 2024, at the West Lebanon Township Building. Polling hours are 7:00 am until 8:00pm. Please note that the Township building will be closed.

The due dates for Water and Sewer payments are:



June 1, 2024  
September 1, 2024  
December 1, 2024

To avoid any late fees or penalties, payments must be received at the Township office by 1:00 pm on the due date.

\*CASH, CHECK or MONEY ORDER\*  
\*Exact amounts only, please\*

The Office is **CLOSED** on the following Holidays:

New Year's Day

Presidents Day

Good Friday

Election Day- April 23,2024

Memorial Day

Independence Day

Labor Day

Columbus Day

Veterans Day

Election Day-Nov. 5,2024

Thanksgiving

Christmas Day



MS-4 Regulations are as follows; **ONLY RAIN SHOULD GO DOWN THE DRAIN. NO** discharging **Pool water** onto the streets, **NO GRASS, CIGARETTE BUTTS, WATER BOTTLES, OR OTHER DEBRIS** should be deposited on the streets. **NO** washing or working /repairing on vehicles on the streets will be permitted. If violations occur, fines will be issued.



### Important Phone Numbers

**Emergencies**, please dial **911** or 717-272-2054

Police Department North Lebanon Twp. Police 717-273-8141

Code Enforcement West Lebanon Twp.717-274-1598

**Speedwell Hose please see their Facebook page.**

# Quick Reference Guide to Common Projects



## No Permit Required

### Quick Reference Guide to Common Projects

#### Mechanical Systems

- Repair of existing heating/cooling system

#### Plumbing

- Repair/ Replacement of existing fixtures

#### Electrical

- Outlet repair/ replacement
- Convert outlet to GFI

#### Cosmetic Renovations

- Drywall repair
- New or replacement of carpeting/ flooring
- Painting / Wallpapering
- Siding/ Gutter repair
- Replacement of kitchen cabinetry
- Replacement windows/doors ( no change in size of opening)

#### Basements/ Foundations

- Repair of existing chimneys

#### Outdoors

- Re-Roof (Residential only)
- Repair of existing porch, deck, or patio with no change in size
- Replace/ resurface existing driveway (no change in size)

## **REMINDER**

A zoning permit is required to be submitted along with any building permits.

West Lebanon Township's Third-Party Inspector fees will be charged separately.

All permit fees must be paid prior to issuance of any permits. 10% fee is added for each 30 days past due.

## **YES! – A PERMIT is needed!!**

#### Any Demolition.

#### Mechanical Systems

- New/replacement of heating system
- New cooling system
- Expansion of existing system
- Conversion to different fuel system
- New fireplace/ wood burning stoves

#### Plumbing

- Addition of fixtures

#### Electrical

- New Service
- Service upgrade
- Addition of new circuitry
- Installation of a generator

#### Addition/ Renovations

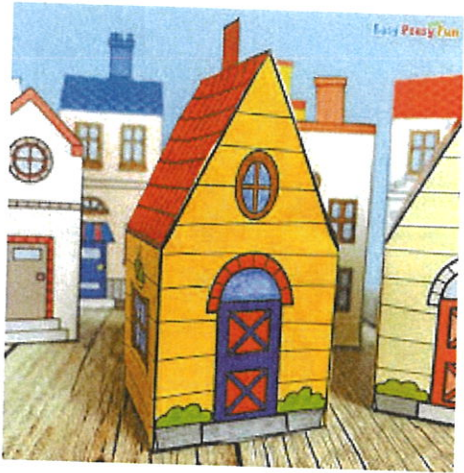
- Any new construction
- Increase in number of dwelling units
- Conversion of non-habitable space in to habitable space
- Closing off a door or window
- Adding a door or window
- Replacement windows/door (**When increasing/decreasing size of opening**)
- Adding / removing ANY wall
- New/ repair of egress stairways

#### Basement/ Foundations

- Conversion to living space
- Installation of egress openings
- Repair of foundation cracks/opening

#### Outdoors

- New porch, deck, or patio areas
- Expansion of existing porch, deck/patio areas
- Enclosure of existing porch, deck/patio areas
- New roof over existing deck/ patio areas
- Any size shed or garage
- New/expanded driveway
- Any fencing/retaining walls
- New/replacement of sidewalk areas
- Any swimming pool (including storable) capable of holding 24" or more water depth.



Street sweeping will start the first Wednesday in **April**, and ends the second week of **October**. Check the signs on your street for the schedule. Weather permitting.



**IMPORTANT NOTICE:** All Landlords/Residents: **MUST** keep the Tenant information updated, to the Township Office **within 10 days of a change of tenant**. (Forms are available on township's web site). All residents **MUST** keep their phone numbers updated at the office for emergency contact for the Water system, per DEP guidelines. All phone numbers are kept confidential. Rental licenses are due in the office by April 15, 2024.

**\*\*\*REMINDERS\*\*\***

- Lead and copper surveys are due in the office by March 30, 2024.
- Green Waste Site Applications will be mailed in June. See the website for more information.
- 2024 Tire Collection is Wednesday May 1<sup>st</sup> from 8am-4pm at the Lebanon Expo Center located at 80 Rocherty Road, Lebanon, PA 17042.
- The time for the fireworks for July 4<sup>th</sup> has not yet been announced.

The walking trail at the West Lebanon ballfield is slightly over ¼ mile. Walking 4 times around the trail will be over a mile! Please be safe and remember to always keep the area clear of rubbish.



**West Lebanon Township Green Waste Drop off Site:** Located at the 2100 block of Lehman Street behind the Recreation Area; this site is for residence and businesses to drop off **yard waste, grass, leaves & brush/branches ONLY**. PLEASE PUT ITEMS IN THE DESIGNATED AREAS. **NO** items should be in bags or boxes. **NO** tree stumps, construction waste or pressure treated wood. **NO ILLEGAL DUMPING**. Applications are available online or at the Township office.





## RECYCLING FOR WEST LEBANON TOWNSHIP RESIDENTS



How to Prepare Recyclables for the Recycle Bin:

MATERIAL	YES	NO	HOW TO PREPARE
Glass	Clear, green and brown bottles and jars	Window plate glass, light bulbs, drinking glasses, crystal and ceramics, ovenware	Remove lids and rinse, <b>DO NOT BREAK GLASS</b>
Aluminum Cans	Beverage and food cans	Foil and foil trays, aerosol cans and paint cans	Rinse, place lid inside the can, flatten the can
#1 - #7 Plastic Bottles	Soda bottles, food beverage bottles, milk, water bottles, colored detergent and cleanser bottles ( <b>NARROW NECKED BOTTLES ONLY</b> )	All other plastic tubs and containers, motor oil bottles	Remove lid, rinse, put lids in the trash
Newspaper and phone books	Newspapers (including all inserts)  Phone books (remove cover)	Junk mail, books, envelopes	Stack in a paper bag or bundle with a string, keep dry, <b>DO NOT PLACE IN A PLASTIC BAG</b>

**RECYCLE PICK-UP IS EVERY OTHER WEDNESDAY**

Recycling containers can be picked up at the Township office during regular office hours.



*RECYCLING WORKS*

*When in doubt Throw it out!*

