

WELCOME
to
WHITEHALL!



New Resident Packet



TOWNSHIP OF WHITEHALL



BOARD OF COMMISSIONERS

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JEFFREY J. WARREN, *Vice President*
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JOSEPH J. MARX, Jr., *Mayor*
JOHN D. MEYERS, *Deputy Mayor*
KEYSTONE CONSULTING ENGINEERS, INC.
Consulting Engineers
JOHN F. GROSS, ESQ., *Solicitor*
TINA J. KOREN, *Treasurer*

Dear New Whitehall Township Resident,

Welcome to Whitehall Township! We know that you have chosen the finest Community in the Lehigh Valley to make your new home.

Whitehall Township offers a wide array of municipal services for our citizens. Our Park and Recreation areas are conveniently located throughout the Township. The Ironton Rails to Trails meanders through a majority of the Township affording one with trails, scenic views and access to the passive Whitehall Parkway.

The Whitehall-Coplay School District campus is centrally located for all students and provides excellent educational and extracurricular services from kindergarten through grade 12.

We are home to the largest indoor and outdoor shopping areas in the Lehigh Valley.

There are numerous opportunities to get involved in local volunteer organizations and various boards and commissions within the township.

We hope that this booklet will provide you with the information you need regarding these services. The Township staff is here to help you in the transition as much as possible.

If you need any assistance, please feel free to call any one of us at 610-437-5524 and, if I can be of assistance, please call 610-437-5524 Ext. 1147.

Sincerely,

Joseph J. Marx, Jr.
Mayor



Township of Whitehall

List of Monthly Meetings

The following meetings are held at the Municipal Building, 3219 MacArthur Road, Whitehall, PA (except where noted)

BOARD OF COMMISSIONERS	Workshop – First Monday of month Regular Meeting – Second Monday of month
LEGAL & LEGISLATIVE COMMITTEE	Second Wednesday of month
ZONING HEARING BOARD	Third Tuesday of month
PLANNING COMMISSION	Third Wednesday of month
RECREATION COMMISSION	Fourth Monday of month
ENVIRONMENTAL ADVISORY COUNCIL	Third Thursday of month
IRONTON RAIL-TRAIL COMMISSION	Second Tuesday of month (<i>rotates between Whitehall and North Whitehall Townships and Coplay Borough</i>)
ETHICS COMMISSION	At the call of the Chairman
BUILDING CODE OF APPEALS BOARD	At the call of the Chairman
COMMERCIAL & INDUSTRIAL DEVELOPMENT AUTHORITY	At the call of the Chairman
CIVIL SERVICE COMMISSION	At the call of the Chairman
POLICE PENSION BOARD	At the call of the Chairman
WHITEHALL TOWNSHIP AUTHORITY 1991 Schadt Avenue, Whitehall, PA	Third Monday of month
COPLAY-WHITEHALL SEWER AUTHORITY 3213 MacArthur Road, Whitehall, PA	Third Thursday of month
WHITEHALL-COPLAY SCHOOL DISTRICT 2940 MacArthur Road, Whitehall, PA	Second Monday of month

BUREAU OF PLANNING, ZONING & DEVELOPMENT

On behalf of the Bureau of Planning, Zoning & Development, we would like to welcome you and inform you in general terms of the regulations this Department is responsible for enforcing. Basically, this Bureau is divided into four areas, which are:

Building and Construction	610-437-5524 ext. 1131 or 1128
Zoning & Development	610-437-5524 ext. 1155 or 1134
Engineering & Utility Liaison/Coordination	610-437-5524 ext. 1158 or 1162
Codes Enforcement	610-437-5524 ext. 1133 or 1123

The following is a brief outline of what each area entails (for more information contact us directly).

BUILDING & CONSTRUCTION:

The Township has adopted the Pennsylvania Uniform Construction Code and enforces same locally. This Code regulates all building, plumbing, mechanical, and electrical work. Permits are required for *any* alterations or additions to your property, and *any* time electrical, mechanical, or plumbing work is performed. Permits are also required for *any* change of use or occupancy of a building (this includes when you sell your home or are renting an apartment). *All permits must be secured by the individual doing the work.* This means that in all instances where a contractor, electrician, or plumber is involved, *they* must secure the permit, regardless of what any agreement states between you as the property owner and the professional. The cost of a permit is nominal, and significant costs could be avoided that would later be incurred if Ordinances are ignored. All permits must be secured **PRIOR** to commencing work. In addition, you should know that, depending upon the extent of the work being done, and the volume of applications received, permits can take anywhere from 5-15 or longer business days to be issued.

ZONING & DEVELOPMENT:

The Township has Ordinances regulating the subdivision of land, adjustment of lot lines, and the development of lots. The Township has an adopted Zoning Ordinance and Map, which regulates ALL uses of land, including but not limited to how and where you place structures on your property, whether you want to have an office in your home, among many other things. Therefore, all building permits are subject to review by the Zoning Officer.

ENGINEERING & UTILITY LIAISON/COORDINATION:

Questions regarding the installation of curbing and sidewalks, the status of streets, as well as any type of engineering questions should first be directed to this office. Subsequently, some of the questions will be forwarded to the Township Engineer, Keystone Consulting Engineers.

CODES ENFORCEMENT:

The Township has a variety of regulations which are not categorized above; however, they do affect how you may conduct your activities on your property. Therefore, you should contact this department if you are not sure whether or not what you proposed to do is permitted. For instance, you should know that the Township regulates the height of weeds (15" maximum); where and how you may or may not store inoperable vehicles, the dumping or depositing of any type of garbage or debris (including animal excrement); the trimming of brush into the street, pool installation - be it seasonal or permanent; the posting of signs as well as many other issues. To be safe, it is always best to call.



POLICE & FIRE DEPARTMENTS



Police, Fire and Ambulances are dispatched from the Lehigh County Communications Center located at 7th & Hamilton, Allentown, PA. Emergency calls may be placed as follows:

WHITEHALL TOWNSHIP BUREAU OF POLICE

The Whitehall Police Department provides 24/7 coverage to the 29,000 residents along with tens of thousands of visitors and commuters. Our patrol officers cover 162 miles of roadway within the township's borders on a daily basis. We invite you to explore more about our police department and your community at the township's website: <https://whitehalltownship.org/police>, or on one of our social media platforms:

Facebook: <https://www.facebook.com/WhitehallTownshipPD>

Twitter: https://twitter.com/Whitehall_PD

Instagram:

https://www.instagram.com/whitehall_township_police?igsh=MXdiN3lrMmt1NTI5ZQ==

To report an emergency use 9-1-1

9-1-1 should only be used for an emergency. An emergency is any life-threatening situation including crimes, fires, traffic accidents; or any crime in progress or a serious crime which has recently occurred.

What to expect when you call 9-1-1

When you call 9-1-1 for an emergency it is important that you remain calm, and you are prepared to answer questions from the 9-1-1 emergency dispatcher. The "who, what, when, where, and how" of the emergency situation are extremely important. It may seem these questions are unnecessary; or may not make sense to you at the time, but the details of the incident may be crucial to successfully resolving the emergency. You can help by providing brief accurate answers. Your

patience will help process the emergency call and get help to you as quickly as possible.

For non-emergency contact you call the dispatch center at (610) 437-5252

All non-emergency calls for service are routed through the Lehigh County Communications Center and dispatched to the members of the Whitehall Township Bureau of Police. All citizen phone calls are viewed as important, and residents should never be reluctant to place the call. Telephone callers may remain anonymous if they so choose.

Always call the Police when you observe suspicious activity, wherever you are. See Something, Say Something!

Report suspicious activity at the Police Department Non-Emergency Number: 610-437-5252

WHITEHALL TOWNSHIP FIRE DEPARTMENT

The Whitehall Township Fire Department's non-emergency number is (610) 437-5524, ext. 1129. The Fire Department, comprising of four fire stations, is staffed by dedicated volunteers who need your support. To find out more about how you can help us preserve the safety of our residents, simply call the Fire Department non-emergency number or refer to the Township website: whitehalltownship.org.

The Whitehall Police Bureau and the Whitehall Fire Department are both committed to providing 24-hour service to the community. Please contact them for information and service.

AMBULANCE SERVICES

Whitehall Township is currently served by the Cetronia Ambulance Corps. If you would like information about becoming a subscriber to their services, or if you have any questions regarding ambulance service, please call their business office at (610) 398-0239.

WHITEHALL TOWNSHIP

PUBLIC WORKS

RESIDENT INFORMATION

Information on most of the items listed are also addressed at the Township web site: www.whitehalltownship.org or by calling Public Works at 610-437-5524, ext. 1139, with any questions.

WINTER SEASON:

- * Salt application and plowing will be conducted as needed.
- * Plows will push the snow from the center to the sides of the street. If snow continues to fall for 12 or more hours, the plows will be working to keep travel lanes open for emergency vehicles. Pushing the snow back to the curb will be done after the snow stops.
- * Main streets will be done first. Secondary streets will follow, with alleys last. Macarthur Road is state maintained along with several other roads in the township.
- * Property owners or occupants are required to clear the sidewalks adjacent to their property of snow.
- * Snow placed on your sidewalk by township plows is never intentional. Wet or lumpy snow rolls off the plow quicker, even at slow speeds. At times, especially with deep snow, your sidewalks may become covered with plowed snow. You need not clear the entire walk, but you must clear a pathway for pedestrians.
- * School Bus Stops: For children's safety, please clear a path for getting on the bus.
- * Fire Hydrants: Always clear snow around fire hydrants. This will help the volunteer firefighters, allowing them quick access to attach hoses and it might benefit you or your neighbors in case of fire.

STREET TREES:



Trees located between the curb and sidewalks are the adjacent property owner's responsibility to trim and maintain. Regulations state that eight feet over the sidewalk and fourteen feet over the street must be clear of branches.



Trees or other growth from your property into streets, alleys, neighbor's property, or blocking street signs or lights must be maintained by the homeowner.

ROAD REPAIRS:



Call Public Works at 610- 437-5524 ext. 1139.



TRASH REMOVAL AND RECYCLING



Whitehall Township is served by a contracted hauler for the removal of trash and recyclables. The annual garbage bill for this removal is mailed to your home in late winter/early spring. Through the cooperation and commitment of our residents, such efforts as curbside recycling collection, use of a recycling drop-off center and Cameron Tract, an annual recycling event and separate pickups for yard waste, leaves, grass, Christmas trees and white goods, has helped the Township to greatly reduced landfill disposal costs. This same hauler is responsible for the collection of grass from April to the end of November and leaves from the first week of October thru the second week of December. Yard Waste is collected during the months of March thru November. (Look for exact dates in the Township’s Newsletter). If your trash collection is missed, please call Whitehall Township at 610-437-5524, ext. 1139.

All containers containing trash & recycling must be placed *at curbside* the night before to guarantee pick-up. White goods will be picked up by our contracted hauler; however, appliances with Freon require an additional charge of \$25.00 payable at the Treasurer’s Office for the removal of Freon. Both are picked up on the 4th Wednesday of each month. Please call 610-437-5529 to get added to the list for such pick-up.

Please note there is a separate truck for each: Garbage, Recycling, Yard Waste and Grass or Leaves. *Yard Waste, Grass and/or Leaves are picked up the **day after** your regular collection.*

Weekly Collection Schedule:	Monday	Hokendauqua/Stiles
	Tuesday	Cementon/Egypt
	Wednesday	West Catasauqua/N. Fullerton, North of Grape Street
	Thursday	West of Route 145
	Friday	Fullerton/South of Grape Street

Holiday Pickup: If your trash collection falls on a holiday during the week, all trash and recyclables will be collected the *next day*.

Memorial Day Independence Day Labor Day Thanksgiving Day Christmas Day

The Township’s Recycling Drop-Off Center is located at 2650 Range Rd, Whitehall. All items taken curbside, as well as corrugated cardboard, telephone books, scrap metal, tires (limit of four per year, without rims per Whitehall Resident ONLY) and clothing are accepted for Lehigh County residents only.

Yard waste may be taken to the Cameron Tract located at 2600 Eberhart Road, Whitehall. Please call (610) 437-5524, ext. 1139, for an appointment during the week. There are numerous Saturdays during the year when the facility is open.

All of the above services are available to residents *only*. Hours for the Recycling Center and Cameron Tract, as well as telephone numbers for the haulers contracted for trash and recyclables collection can be obtained by calling the Recycling Hotline, 610-437-5524, Press 7 and follow the prompts.



Office: 610-437-5524, ex.1135
Website: www.whitehalltownship.org
Recreation Director: Brandon Hibbler
bhibbler@whitehalltownship.com

Whitehall's Bureau of Recreation oversees approximately 350 acres of park land at 24 different sites throughout the Township. These properties range from small tot-lots to our 110-acre Whitehall Parkway and the Ironton Rail-Trail.

Activities

Whitehall residents can experience both passive and active recreation through the various clubs and interest groups. Club offerings include Beautification and Garden, Historical Preservation, Environmental, Rail-Trail Commission, and Park and Playground groups located in the villages that comprise Whitehall. The Villages are Cementon, Egypt, Stiles, Fullerton, Hokendauqua, Schadt Ave & West Catasauqua. Activities within the Township include fishing, bicycling, picnic area, aerobics, tennis, volleyball, softball, basketball, swimming, aqua aerobics, and hiking treks for different interests such as flora and fauna, bird watching, historical sites, and conditioning. The Township has great partnership within the community.

Youth activities are provided by the best volunteers, and our playgrounds are continually being improved to meet safety standards. Park and playground offerings for the youth are baseball, softball, basketball, and wrestling, a competitive swim team, swimming lessons, lifeguard and CPR recertification, football, and soccer. Many of the neighborhood parks have buildings and pavilions available to rent. Pavilion rentals are outside and inside at each of the villages.

Camp Whitehall is a 7-week summer camp program for Whitehall-Coplay students who have completed grades K-8 (max age 15). We have one site: Hokendauqua Playground is our host. The program can accommodate 60 students per week. The program includes games, arts and crafts, swimming, sports, and weekly opportunities with partners in the community. The camp is from 8:00am-3:30pm daily.

Municipal Pool

Summer: We offer 1 municipal pool for relief from the summer heat. The Parkview/Hokey Pool located at 3501 S. Fifth Street in Hokendauqua. The pool is open the Friday following the conclusion of the school year and remains open through mid-August. The hours of operation are 12:00 noon to 7:00 p.m. daily – paid admission, weather permitting. Swim lessons are available for children ages 2 ½ through 12, teens from ages 13 to 17 years, adults 18 years and up and special needs individuals. Aqua Aerobics for adults are held two evenings a week and there is a competitive swim team in the Whitehall Waves.

Fall/Winter/Spring: The Recreation Department has a great partnership with Whitehall School District for the use of the pool from fall through spring for aquatic activities. Beginning in October there is a FREE public swim for Township and Coplay residents' certain days of the week. There is also an aqua aerobics program offered from fall through spring, as well as a competitive swim team (Whitehall Waves) offered in fall and spring. We support many sport programs by funding the use of gym space.

Whitehall Parkway

A beautiful, passive, and natural 110-acre park with fishing, various hiking trails, historical buildings, and birdwatching is available to everyone and located just north of the Municipal Building and west of Route 145. Parking is available on Chestnut Street and South Church Street. Watch for the Civil War Weekend held annually in June at Whitehall Parkway. Maps are available at the Recreation Office. Be sure to visit our new pavilion at the parkway which will be open in Fall of 2023.

Ironton Rail-Trail

This greenway, acquired in 1996, spans more than nine miles, looping in Whitehall and winding through the Borough of Coplay and North Whitehall Township. Most of the loop is paved for biking, rollerblading, cross country skiing, walking and jogging enthusiasts. Bridges and historical sites along the Trail are restored, and many activities and events are held on or near the Trail. The IRT is always looking for volunteers to help on their workdays along the trail. Check out their website at www.irontonrailtrail.org.

Annual Events

**** Follow Whitehall Township Parks & Recreation for all your event updates****

March/October	Historical Walks	Ironton Rail Trail
April	Civil War Weekend	Whitehall Parkway
May	Curt Simmons Day	Egypt Memorial Park
May	Youth Fishing Contest	Hokey Park
May/September	WHPS Fall Flea Market	Grim Homestead
June/July/August	Summer Concert Series	Whitehall Parkway
June	National Trails Day	Enjoy Your Favorite Trail!
June	Township Pool Opens	Parkview (Hokey) Pool
June	Cement-Belt Fair	Cementon Park
October	Halloween Parade	Whitehall-Coplay School Complex
October	Haunted Parkway	Whitehall Parkway
December	Tree Lighting Celebration	Whitehall Municipal Building

In addition, there are annual carnivals/fairs sponsored by the Cementon Playground, Hokendauqua Athletic Association. 2024 we will offer a summer concert series here in the Township.

Recreation Commission

A monthly meeting of the Recreation Commission is held every fourth Monday of the month at 7:00 p.m. at the Township Building. It is always open to the public to discuss community recreational topics. Volunteers are always needed, and we welcome anyone's desire to get involved.

Whitehall's Bureau of Recreation is proud of its past accomplishments and is continuing to improve the quality of life for its residents and their friends and families. If you have a concern, question, or suggestion, please feel free to stop in at the Recreation Office, or call us at 610-437-5524, ext. 1135, or visit the Township's website at www.whitehalltownship.org.



Office of the Tax Collector/Treasurer Tina J. Koren
tkoren@whitehalltownship.com

Our office is open Monday through Friday, 8:00 a.m. to 4:00 p.m. If you have any questions, please contact our office at (610-437-5529) or email our resource account at whitehalltaxoffice@whitehalltownship.com.

In 2025, an additional convenience to the taxpayer will be implemented with taking credit card payments at the window (as soon as the credit card readers arrive). This will only be for garbage bills and township real estate taxes.

Garbage Bills for 2025 – will be mailed prior to March 1, 2025. If you do not receive the bill, please email the tax office as soon as possible at whitehalltaxoffice@whitehalltownship.com.

Whitehall Township Ordinance No. 1088, enacted July 8, 1998, allows for a reduction **or** exoneration of garbage fees, if you make less than \$15,000.00 in your total family income. You will need to provide the necessary documentation as the property owner(s) of an owner-occupied residential dwelling only. You must be the property owner to obtain the 72 year and older discount.

A Garbage Tax Total Exoneration form with PA 1000 and other documentation (available on the website) must be submitted to the Treasurer and approval or disapproval will be mailed to you.

PLEASE NOTE: Mortgage companies DO NOT pay garbage bills; it is the resident's responsibility.

Garbage bills for 2025 will be \$602.70 in the discount, \$615.00 in the flat and \$676.50 in the penalty. Three (3) installments will be available on the flat only at \$205.00 each.

Senior discount (72 and older as of January of the previous year) will be \$461.25 based on the flat of \$615.00. Please ensure you provide us with a copy of a document with your date of birth, if you just turned 72. We maintain previous years documentation online. The discount will be applied when you make payment.

If you have three (3) toters, the bill will be \$725.00.

Online credit card payments will once again be available. Paying with a credit card will be a 3.5% convenience fee and no fee for ACH bank transfer.

We would like to give all taxpayers a receipt for payment if paying in person or mail. If you come to the window, you will be handed a receipt. When making a payment by lockbox or mail, please include a self-addressed stamped envelope so we can forward you a receipt. You may also supply your **email address** for us to email a receipt.



Office of the Tax Collector/Treasurer Tina J. Koren
tkoren@whitehalltownship.com

Township Real Estate- taxes will be mailed on March 1, 2025. If you do not receive the tax bill, please email the tax office as soon as possible at whitehalltaxoffice@whitehalltownship.com.

- A four (4) installment payment plan will be available. The first payment must be made by April 30th, 2025, to be able to take advantage of this option.
- Please be sure to use the correct coupon when making payments.
- *Please Note:* We do not send bills to mortgage companies. Failure to receive bills does not entitle the owner to discounts or remissions of penalties on taxes.
- **Online credit card payments will once again be available for real estate.** Paying with a credit card will be a 3.5% convenience fee and no fee for ACH bank transfer.
- **The Farmland Preservation and maintenance of recreational and open space of .05 mills** will be added to the township Real Estate Bill as a separate line item.

DELINQUENT TAXES – All 2025 Township Real Estate taxes, School Real Estate taxes & Garbage bills NOT PAID by December 31st, 2025, will be sent for collection to Portnoff Law Associates, PO BOX 3020, Norristown, PA 19404.

All 2025 Per Capita bills NOT PAID by December 31st, 2025, will be sent for collection to GH Harris, PO BOX 216, Dallas, PA 18612.

When making payments by mail, a postmark is accepted for ON TIME payments. The Tax Office accepts cash, check or money orders for payment.

We will take cash or personal checks until 12.30.2025.

Moving Permits are mandatory for moving IN, OUT or WITHIN Whitehall Township for tax roll purposes. Failure to submit a moving permit will trigger a Per Capita bill. The moving permits are available on the Whitehall website at www.whitehalltownship.org/forms/movingpermit.pdf. One moving permit is required per family, including children. A \$5.00 processing fee must be submitted with the form. We forward completed moving permits to the Whitehall-Coplay School District for enrollment and busing.

Thank you, Whitehall taxpayers, for your patience.

Tina J. Koren