



## Information Packet for New Residents

**Welcome to Penn Township**  
**Chester County, Pennsylvania**  
*"A great place to live, work and  
retire."*

### Mission Statement

"To facilitate the health, safety and well-being of the Penn Township community by providing residents, visitors and the business community with the highest quality of municipal leadership, municipal service and strategic, sustainable, effective and visionary planning in order to enhance the quality of life for all."

### Vision Statement

"To provide a healthy, vibrant, affordable, economically successful, progressive community where citizens feel safe, enjoy their neighborhoods and access to their local government and have a great place to live, work and raise their families or retire."



# Contents

## Office Information

The Penn Township office building is located at 260 Lewis Road West Grove, PA 19390.

Across from the Jennersville YMCA and next to Jennersville Regional Hospital. Office hours are Monday through Thursday 8:30 a.m. to 4:00 p.m. If you have any questions, don't hesitate to call (610) 869-9620 or fax (610) 869-9194. You can also email the office at [office@penntownship.us](mailto:office@penntownship.us) or visit our website at [www.penntownship.us](http://www.penntownship.us).

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## Penn Township Directory

<p style="text-align: center;"><u>Board of Supervisors</u></p> <p>Chairman/Supervisor                      Curtis Mason</p> <p>Vice Chairman                               Victor Mantegna</p> <p>Supervisor                                    Laura Sperratore</p> <p>Supervisor                                    Jay Ennis</p> <p>Supervisor                                    William "Radar" O'Connell</p> <p style="text-align: center;"><u>Board of Supervisors Meeting:</u></p> <p style="text-align: center;">1<sup>st</sup> Wednesday of Each Month except July – 6:00pm</p> <p style="text-align: center;"><u>Work Session Meeting:</u></p> <p style="text-align: center;">3<sup>rd</sup> Wednesday of January to April, September &amp; October – 6:00pm</p>		<p style="text-align: center;"><u>Penn Township, Chester County, PA</u></p> <p style="text-align: center;">260 Lewis Road</p> <p style="text-align: center;">West Grove, PA 19390</p> <p style="text-align: center;">Hours: Mon-Thurs. 8:30am-4:00pm, closed Fridays</p> <p style="text-align: center;"><i>Appointments Available</i></p> <p style="text-align: center;">O: (610) 869-9620</p> <p style="text-align: center;">F: (610) 869-9194</p> <p style="text-align: center;">Website: <a href="http://www.penntownship.us">www.penntownship.us</a></p> <p style="text-align: center;">Email: <a href="mailto:office@penntownship.us">office@penntownship.us</a></p> <p style="text-align: center;">Facebook: Penn Township, Chester County, PA</p> <p style="text-align: center;">Twitter: @PennTownship</p> <p style="text-align: center;">TV Channels: Xfinity 966; FiOS 36</p>	
<p style="text-align: center;"><u>Historical Commission</u></p> <p>Board of Supervisors Liaison – Supervisor Jay Ennis</p> <p style="text-align: center;"><u>Members:</u></p> <p style="text-align: center;">Scott Steele</p> <p style="text-align: center;">Larry Waltman</p> <p style="text-align: center;">Kathy Wandersee</p> <p style="text-align: center;">Patricia Horrocks</p> <p style="text-align: center;">Robert E. Davis</p> <p style="text-align: center;">Margaret Emerson</p> <p style="text-align: center;">Raymond J. Mackey</p> <p style="text-align: center;">Patricia Moidel</p>	<p style="text-align: center;"><u>Recreation Committee</u></p> <p style="text-align: center;">Members:</p> <p style="text-align: center;">Herbert E. MacCombie, III</p> <p style="text-align: center;">Louis Coppola</p> <p style="text-align: center;">Chris Herring</p> <p style="text-align: center;">Joyce O'Connell</p> <p>Board of Supervisors Liaison – Supervisor Victor Mantegna</p> <p>Board of Supervisors Liaison – Supervisor Laura Sperratore</p> <p>Director of Operations, Karen Versuk</p> <p>Township Engineer, Dennis O'Neill</p> <p>Admin Assistant, Jennah Bessicks</p>	<p style="text-align: center;"><u>Planning Commission</u></p> <p style="text-align: center;">Members:</p> <p style="text-align: center;">Scott Steele, Chair</p> <p style="text-align: center;">Ralph Churchill, Vice Chair</p> <p style="text-align: center;">J. Denis Newbold, Secretary</p> <p style="text-align: center;">Bill Wells</p> <p style="text-align: center;">Bruce Van Kleeck</p> <p style="text-align: center;"><u>Planning Commission Meeting:</u></p> <p style="text-align: center;">4<sup>th</sup> Wednesday of Each Month – 7:00pm</p>	
<p style="text-align: center;"><u>Office Personnel</u></p> <p><u>Karen Versuk</u> – Director of Operations</p> <p style="text-align: center;"><a href="mailto:kversuk@penntownship.us">kversuk@penntownship.us</a></p> <p style="text-align: center;"><u>Lisa Myers</u> – Treasurer</p> <p style="text-align: center;"><a href="mailto:lisa.myers@penntownship.us">lisa.myers@penntownship.us</a></p> <p style="text-align: center;"><u>Caitlin Ianni</u> – Township Secretary</p> <p style="text-align: center;"><a href="mailto:cianni@penntownship.us">cianni@penntownship.us</a></p> <p><u>Jennah Bessicks</u> – Admin Assistant/Building Permits Coordinator</p> <p style="text-align: center;"><a href="mailto:jennah.bessicks@penntownship.us">jennah.bessicks@penntownship.us</a></p>		<p style="text-align: center;"><u>Park Maintenance</u></p> <p>Danny Peters:</p> <p style="text-align: center;">(484) 753-2081</p>	<p style="text-align: center;"><u>Emergency Management Coordinator</u></p> <p>Chuck Freese:</p> <p style="text-align: center;"><a href="mailto:emcwg05@verizon.net">emcwg05@verizon.net</a></p>



## Welcome

Penn Township is located in Chester County, Pennsylvania, minutes from Newark, Delaware, Lancaster, Pennsylvania and Elkton, Maryland. Located roughly thirty miles southwest of Philadelphia, Penn Township is a convenient home for many businesses and organizations. Penn Township is a second-class township comprised of a five member, elected Board of Supervisors, who governs the township.

Chester County is one of the original three counties established by William Penn in 1682 on land purchased from the Native Americans. It is bordered by West Grove Borough, London Grove Township, New London Township, Upper Oxford Township, and Londonderry Township. Officially organized in 1819, Penn Township is the hub of commercial activity regionally and the home to numerous educational, health, and commercial facilities as well as several top notch senior living communities including Jenner's Pond, Ovations at Elkview, Villages of Penn Ridge, Luther House, Jennersville Farms and another that is currently being developed next to the Jennersville Hospital.

In the heart of Penn Township's village lies Jennersville, this was named after Dr. Edward Jenner who discovered vaccinations. Jennersville is home to the Jennersville YMCA, the Jennersville Hospital, Penn Medicine Southern Chester County, the Shoppes of Jenner's Village, Star Roses, Dansko, Project C.U.R.E. and many more businesses and health care facilities.

Penn Township is located in the Avon Grove School District. The Chester County Technical College High School – Pennock's Bridge Campus and Delaware County Community College – Pennock's Bridge Campus is also located within its borders.

The township is served by four post offices: Cochranville, Kelton, Lincoln University, and West Grove. The West Grove Fire Company provides fire and ambulance service to Penn Township. Southern Chester County Emergency Medical Services (Medic 94) provides advance life support service. The Pennsylvania State Police – Avondale Barracks are the designated law enforcement in the township.

Penn Township spans an area of 9.6 square miles with a population of over 5,300 according to the last census poll. Penn Township is a part of the Chesapeake Bay Watershed and is home to the Big Elk Creek and a tributary of the White Clay Creek. Penn Township is called the Nursery Capital of Pennsylvania and, formerly, was the site of Sunset Park, one of country music's most popular venues. Penn Township is also home to the historic Red Rose Inn, which was purchased by the township in 2011.



## History

According to Futhey and Cope in their 1881 book *History of Chester County Pennsylvania*, with Genealogical and Biographical Sketches, the following excerpt describes how Penn Township came to be:

"Penn twp. was formed by a division of Londonderry, in 1817. The greater part of it was originally included in Fagg's Manor, and the settlers were largely from the north of Ireland. Among those who originally took up lands were John McKee, Daniel McClane, George Miller, Henry Charlton, Samuel Fleming, Hugh Luckey, Robert Brown, James Strawbridge, John McGrew, Matthew Harbeson, Richard Carson, Thomas Province, John Hayes, William Young, William Finney and William Graham. "The southern line of Penn twp., separating it from New London, was the southern line of Fagg's Manor. In 1875 the line between Penn and Londonderry twps. was partly altered, so as to include in Londonderry a small portion of Penn. This was done for the accommodation of the school districts." [1]

### **Fagg's Manor**

"About the year 1702 some surveys were made to the west of the London tract, as Londongrove was then called, for Letitia Penn and her brother William. This land, however, was so far beyond the regular settlements that nothing could be done towards selling it to actual settlers, and so it remained for many years. There were 2 tracts of 5000 acres each, although there is some evidence that Leticia's, which lay nearest to the London tract contained at first 7125 acres. Her tract was called Fagg's Manor, in honor of Sir John Fagg, and the name has been handed down to the present time, being more particularly kept alive by the Presbyterian church, which is situated near the NW corner of the manor. After a time the land became exposed to the encroachments of irresponsible squatters, who destroyed the timber in order to raise a little grain, but made no great improvements" (this is noted in contemporary papers and letters.)

"The manor was resurveyed by warrant dated 5th April, 1737 and a patent for the same signed by Thomas Penn the following May.



“The land in Fagg’s Manor was divided among the settlers into many tracts, and the divisions numbered on a plan of the whole, but with a few exceptions, the settlers did not pay for the land or get deeds for the same for several years after, and in the meanwhile the improvements passed from one owner to another, so that the deeds in many cases were not granted to the original settlers, owing to the very great irregularity in shape of the surveys, and the uncertainty in regard to the township lines, it would be difficult to give with any certainty the exact locations of the early settlers.” [1]

#### *Reference*

1. Futhey, J. Smith and Gilbert Cope, History of Chester County, Pennsylvania, with Genealogical and Biographical Sketches, Philadelphia, Louis H. Everts, 1881

### **Sunset Park**

A Chester County and Penn Township landmark, Sunset Park was an iconic country music concert venue that was once located near where the Shoppes of Jenner’s Village stands today. It was established in 1940 by Roy G. Waltman, the park was named for the beautiful view of the sunset. Roy continued to grow and improve the park until it consisted of a stage, kitchen and concession stand. The seating capacity also grew to hold approximately 3,000+ people. Sunset Park grew in popularity by 1944 the venue was gaining attention from some big names in Nashville. The park has hosted many well-known country music stars including; Loretta Lynn, Johnny Cash, Dolly Parton, Tex Ritter, Hank Williams and many more. Following Roy Waltman’s death in 1957, Roy’s son Lawrence Waltman, continued to manage the park along with his family. The Waltman family worked hard to maintain a venue that was clean and appropriate for all ages. The family park did not allow alcohol on its premises. Sunset Park was recognized by The International Country Music Association for promoting country music for over 40 years. The park played a key





role in introducing country music to Pennsylvania. Sunset Park closed up for good in 1995. To this day it is still fondly remembered in the southern Chester County area and beyond.



On August 12, 2018 Sunset Park became an official part of Pennsylvania history. The Pennsylvania Historical & Museum Commission, the Penn Township Board of Supervisors and the Penn Township Historical Commission unveiled a historic marker honoring Sunset Park. The marker is located along 796 near the Dairy Queen, near where the entrance to Sunset Park once stood. In celebration of not only, the dedication of the historical marker but also Lawrence Waltman's 100<sup>th</sup> birthday, which was August 17<sup>th</sup>, 2018, the Penn Township Board of Supervisors declared the second Sunday in August to be forever known as Sunset Park Day.



### **The Historic Red Rose Inn**

The Red Rose Inn has always been an important part of Penn Township's history. The origin of the Inn dates back to the 1700s when 5,000 acres was deeded to William Penn, III. The property was leased at a cost of one red rose per year. The deed specifically stating "his heirs and assigns forever pay one Red Rose, on the 24<sup>th</sup> day



of June, if same be demanded.” Thus how the name “Red Rose Inn” eventually came about.

In 1742 William Penn deeded the 5,000 acres to his grandson, William Allen. Allen sold about 55 of the 5,000 acres to a Samuel Cross in 1748. The original structure of the Red Rose Inn, which is that structure that is still standing today, had allegedly already been built by Cross between 1731 and 1740. Cross had built the Inn with the intention for it to operate as a tavern; although there was no record issued in Cross’s name for it to operate as a tavern until 1762. After 1763 records become unclear as to what the Red Rose Inn was being used for and who was operating it. Records from 1797 show the Inn was sold to a George Clymer, it is unclear if it was sold due to Samuel Cross’s death or if he had become bankrupted.

In the 1800s the Red Rose Inn was bought and sold several times. In 1808 the Inn was sold for \$856 by 1882 it sold for \$8,500. In 1889 the property was sold to a Mr. John A. Wallace. The Inn was renovated, remodeled and opened as a hotel under the name Red Rose Inn in 1927. During World War II the Red Rose Inn was closed and taken over by the National Fireworks Company. They used it to board their employees; forty five female employees were housed at the Inn. The Inn was purchased by the Clantons in 1961. In 1978 John and Mary Ann Bussey bought the Inn and in 1985 Lee and Richard Covatta purchased the Inn. The Red Rose Inn operated as a restaurant and bar for many years. Overnight lodging was even available to guests.

Today the Red Rose Inn is owned by Penn Township. The Inn was purchased by the township in 2011 after the property sat vacant for several years. The Inn was purchased by the township for two main reasons. The first being the township’s and the community’s desire to preserve an important historical landmark. The second being that the ownership of the property gave the township the necessary room to expand and improve what is affectionately known as the “Red Rose Intersection”.







## **Water & Sewer**

Penn Township does not service water or sewer. You must contact the two providers below for all questions, comments or concerns.

### **Sewer Provider**

AQUA America  
(877) 987-2782

### **Water Provider**

Chester Water Authority  
(610) 876-8181  
(800) 793-2323  
[www.chesterwater.com](http://www.chesterwater.com)

Questions regarding wells or septic systems should be directed to the Chester County Health Department.

### **Chester County Health Department**

601 Westtown Road, Suite 290  
West Chester, PA 19380-0990  
(610) 344-6225





## **Trash & Recycling**

### **Trash**

Penn Township does not have a dedicated trash collector. The resident may choose a trash company at their discretion, although they must be sure to check with their HOA to see if guidelines require a certain company.

### **Recycling**

Penn Township has a 24/7 single stream recycling center located by the Dansko building on Federal Way. There are All-In-One recycling bins there that you can place your recycling in. Some of the accepted items are:

- Aluminum cans
- Paper/newspaper/magazines
- Glass bottles
- Flattened cardboard
- Metal cans

Any items that you are unsure what to do with; televisions, large furniture, appliances, yard waste, etc. Contact SECCRA Community Landfill.

#### **SECCRA Community Landfill**

219 Street Road

West Grove, PA 19390

610-869-2452

E-mail

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

You can also find out how to dispose of certain materials and find local Household Hazardous Waste Events with Chester County Solid Waste Authority.

#### **Chester County Solid Waste Authority**

7224 Division Highway

Narvon, PA 17555

(610) 273-3771

Toll Free Phone: (800) 626-0067

[chestercountyswa.org](http://chestercountyswa.org)



## **Roads & Snow Removal**

For Penn Township road concerns, questions or inquiries please contact:

**Karen Versuk, Director of Operations**

**Office:** (610) 869-9620

**For off hour emergency incidents call (302) 690-6245 or (484) 753-2081**

### **Snow Removal**

Penn Township does their own snow removal, with the exception of a few developments. The snow removal crew is called in on an as needed basis when bad weather hits. The crew operates from the Township's salt shed, located on 796 near the London Brook development. Please remember, parking on Penn Township streets is not permitted anytime but especially during snow emergencies. Our plow drivers will not be able to sufficiently plow your street if there are cars parked on the side of the roads. Penn Township only plows Township owned roads. State roads and privately owned roads are the responsibility of PennDOT and/or the roads owner.

Mailbox policy: Penn Township does not replace mailboxes that have been hit during snow emergencies. No exceptions.

### **NO ON STREET PARKING**

Throughout all township developments, there is NO on street parking permitted. Streets must be kept clear; this includes large temporary dumpsters, for the health and safety of all residents and visitors. Residents parking on streets may be ticketed by the Pennsylvania State Police.





## Stormwater Management

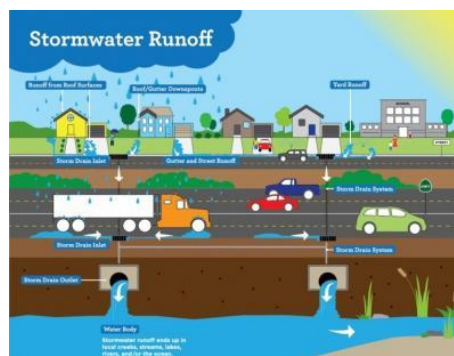
### What is storm water?

Stormwater is rain water and melted snow that runs off streets, lawns, farms, and construction or industrial sites. Under natural conditions, stormwater is absorbed into the ground, where it is filtered and ultimately replenishes aquifers or slowly flows through forests into streams and rivers. However, in developed areas, impervious surfaces such as pavement and building roofs prevent precipitation from soaking into the ground. Instead, the water runs rapidly into storm drains, sewer systems, and drainage ditches. The rush of stormwater discharge can cause infrastructure damage, downstream flooding, and stream bank erosion. Also, the bacteria and other pollutants not filtered from stormwater can contaminate streams, rivers, and coastal waters.

### Things you can do to prevent storm water runoff pollution:

- Use fertilizers sparingly and sweep up driveways and sidewalks
- Never dump anything down storm drains or in streams
- Vegetate bare spots in the yard
- Compost your yard waste
- Direct downspouts away from paved surfaces; consider a rain garden
- Take your car to the car wash instead of washing it in the driveway
- Check your car for various leaks; recycle motor oil
- Have your septic tank pumped regularly
- Clean up after your pet

It is ILLEGAL to dump grass clippings, pool water, used motor oil, or anything else down storm drains. They are intended for stormwater only and they drain into streams.





## **Pets & Animals**

### **Dog License Information**

In Chester County all dogs must be licensed by January 1<sup>st</sup> of each year. Violators could be fined up to \$300 plus court costs. Licenses can be purchased online or by mail.

Online applications may be found [here](#).

You can also print, fill out and mail your application. The application can be found [here](#).

Applications and payment can be mailed to:

Chester County Treasurer's Office  
Attn: Dog License  
313 West Market Street, Suite 3202  
PO Box 2748  
West Chester, PA 19380

For more information regarding Dog Licenses, [click here](#).

### **Wildlife**

The Pennsylvania Game Commission's website has a lot of information on it; if you have questions regarding hunting, wildlife emergencies, violations and road-kill disposal and more check it out or call our local office at the number below.

**Pennsylvania Game Commission**  
**Southeast Region**  
**253 Snyder Road**  
**Reading, PA 19605**  
**(P) (610) 926-3136**

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### **Animal Welfare**

The welfare of animals is typically regulated at the county or state level. If you have concerns regarding an animals safety please use the phone numbers provided below.

**If you are concerned about animal abuse and would like to report it you are urged to call the Pennsylvania State Police.**

**Emergencies: 9-1-1**

**Non-Emergencies: (610) 268-2022**

**Chester County Dog Warden**

**Maureen Siddons**

**(P) (610) 909-5666**

**Dog Law Act**

**Pennsylvania Department of Agriculture**

**(P) (717) 787-3062**

**Large Animal Protection Society (LAPS)**

**(P) (610) 869-9880**



***Keep your pet safe...***

**Get your dog license today!**





## **Voter Services**

Penn Township residents vote in the Finnen Community Room at the Penn Township Building. This year Election Day will be;

**Tuesday, April 28, 2020**

**Tuesday, November 3, 2020**

Residents please note that generally the Township's office is not open on Election Day.

You must be registered to vote! You can register online at

<https://www.votespa.com/Pages/default.aspx>

All questions relating to the election, voting, important deadlines, concerns, comments, etc. should be directed to Chester County Voter Services.

### **Chester County Voter Services**

601 Westtown Rd, Suite 150  
West Chester, PA 19380-0990  
610-344-6410

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

[Email](#)

### **Penn Township Judge of Elections**

Jackie Stenta (2021)

### **Penn Township Inspector of Elections**

Ron Hill (2021)





## **Tax Information**

The following is a guide to what taxes are charged, when you can expect a bill, and what entity is the collector.

**Earned Income Tax (EIT)** is assessed at a rate of .5 percent. Any wage earner who lives in or works in Penn Township owes this tax. Usually, employers withhold this tax from a wage earner's paycheck. Whether it is withheld or not, the tax is owed and a local tax form must be filed.

**Local Services Tax (LST)** is \$52.00 per year and is usually withheld by the employer. This tax supports municipal and emergency services. There is a low income exemption for people earning less than \$12,000. This exemption requires the submission of a form.

**Avon Grove School District** taxes are sent on July 1 of each year. As of 2018, Avon Grove School District taxes are collected through Keystone Collections.

EIT, LST, and Avon Grove School District taxes are all collected by Keystone Collections.

### **Keystone Collections Group**

546 Wendel Road

Irwin, PA 15642

(724) 978-0300

[www.keystonecollects.com](http://www.keystonecollects.com)

Chester County Real Estate taxes are sent on January 15 of each year.

Penn Township Real Estate taxes are assessed at a rate of .53 mills. The tax bills are sent in early February.

Chester County Real Estate and Penn Township Real Estate taxes are collected by the Chester County Office.

### **Chester County Treasurer**

313 W. Market Street

West Chester, PA 19380

(610) 344-6370

<http://www.keystonecollects.comwww.chesco.org>



## Peddling and Soliciting in Penn Township

In December of 2012, the Penn Township Board of Supervisors adopted the Peddling and Solicitation Ordinance. Resulting from complaints and safety concerns, this ordinance is intended to protect our residents from unwanted contact with solicitors and peddlers and to protect those traveling township roads by limiting peddling and soliciting to only those who have obtained a permit issued by the Township Code Enforcement Officer. At the time of this publication, not one permit has been issued.

In order to obtain a permit, an application must be completed and returned along with an application fee and proof of insurance of a minimum of \$1,000,000 in general liability. The full ordinance and application are available on our website under "Applications & Forms".

To ensure the safety of those on Penn Township roads, no one may collect money for any organization on a public roadway in Penn Township. Selling or soliciting is strictly prohibited on public roadways, roadsides, alleys, neighborhoods or anywhere that a sign is posted prohibiting solicitation.

Violators will be prosecuted and fined for trespassing.



### **Resident's Advised Action**

Of course, the best course of action is to never buy from a solicitor or peddler. If there is no one to buy, they will not sell.

If there is a solicitor operating within the township borders without the appropriate permit, please report it to the township office at (610) 869-9620 or by email. Any information that you can gather to pass along to us would be very helpful; website, phone number or business name.



## **Building, Zoning & Code Enforcement**

All building and zoning permits must be completed and turned into the office. The office will submit applications to the designated inspector. Once the approved permit is received back from the inspector, the office will contact the applicant for pick up and inform them of what permit fee will be. The applicant must display their permit on their work site. Permits are valid for one (1) year from the when the inspector issues the permit. The applicant must contact the inspector directly to schedule a final inspection.

Scott Moran	Residential Building & Zoning Inspector	(610) 637-1003
Tom Lowry	Commercial Building & Zoning Inspector	(610) 692-9232

### **Why do I need a Permit?**

Approximately 10 years ago the State of Pennsylvania mandated all municipalities adopt a Building Code known as the Uniform Construction Code (UCC). The UCC provides specific requirements and exemptions for building projects.

Before starting any construction, repair, renovation or addition it's always best to call the office to determine if you will need a permit. Permits are put in place for your safety, they ensure that proper codes are being followed and work is being done safely and in compliance with the UCC. If you are ever uncertain whether you need a permit it's always best to call and ask.

*The office is open Monday - Thursday 8:30 a.m. to 4 p.m. (610) 869-9620*

### **Permit Process Checklist**

- ✓ Property owners will decide on a contractor and together they will come up with plans to be submitted with the permit application.
- ✓ Obtain proper applications from either the township website or the office.



The Property owner and contractor will complete applications together. Applications must be turned into the office along with two (2) sets of clear construction drawings, two (2) plot plans, two (2) copies of all applications, proof of Workman's compensation Insurance and accompanying.

- ✓ The applications will be turned into to the appropriate officer (building or zoning) for review. Once the office staff receives the approved permit back from the code officers they will contact the applicant to pick up permit and pay any accompanying fees.
- ✓ Once the fees are paid and permit is picked up, work may start. Permit is valid for one (1) year from the time work begins.
- ✓ When work is completed, applicant must contact the correct officer for final inspection.

### **Items That Always Require Permits**

- ✓ New buildings, renovations, additions or installments
- ✓ Demolition
- ✓ Electrical and plumbing work
- ✓ Fences over 6-8 feet
- ✓ Sheds, accessory structures
- ✓ Signs
- ✓ Fire alarm and sprinkler systems
- ✓ Pools in excess of 24 inches high
- ✓ Decks/patios
- ✓ Driveway extensions
- ✓ Anything that effects a building's structure
- ✓ Boilers, water heaters, furnaces
- ✓ HVAC
- ✓ Drainage systems
- ✓ Home occupations



*\*If you have an HOA some changes, such as decks, need to be approved by them before coming to the township.*

### **Items That Don't Usually Require Permits**

- ✓ Painting
- ✓ Re-roofing
- ✓ Siding replacements
- ✓ Window replacement when there is no major structural change
- ✓ Repaving or sealing driveways
- ✓ Installation of carpet or tile
- ✓ Cabinets

**\*\*If you are unsure whether you need a permit, call the office. \*\***

*If you require information regarding the township's zoning rules, regulations and requirements, copies of the zoning ordinance are available for purchase at the township office for \$50 per book. You can also stop by anytime during open office hours to take a look at the book. Office staff will try their best to answer your questions about building and zoning, but in some cases we may need to refer you to the building or zoning officer.*

### **Solicitation Permits**

Due to the safety concerns for our residents the Supervisors have passed a no peddling or soliciting ordinance in Penn Township. However, a soliciting permit may be acquired from the township. A permit and copies of the ordinance can be obtained on our website or through the township office, by either stopping in during office hours or sending an email to [office@penntownship.us](mailto:office@penntownship.us).

Applications should be submitted back to the township office, along with proof of insurance of a minimum of \$1,000,000 in general liability for the zoning officer to review. There is also an application fee of \$250 and a registration fee of \$500 per year for soliciting in Penn Township.

### **Road Occupancy Permits**

A Road Occupancy Permit is required for any work that will affect township roads or traffic, such as driveway replacements; tree removal; or utility work. The application may be obtained through the township office or on their website. ROP are handled





by the township secretary, so all questions must be directed to the office. Fees and other specifications may be required; they are dependent on the type of work. Please note, when filling out the application starting and ending dates MUST be exact or the permit could become expired.

### **Complaints**

Complaints may only be filed in the office, in person, and must be signed in the presence of Township Personnel. Complaints will not be accepted electronically or by mail. Effective 5/2016





## **Emergency Services & Information**

Police coverage for the township is handled through the Pennsylvania State Police.

***If you have a true emergency, please dial 9-11***

### **Pennsylvania State Police – Avondale Barracks**

2 Moxley Lane

Avondale, PA 19311

For non-emergency information number 610-268-2022

[www.psp.pa.gov](http://www.psp.pa.gov)

### **Fire Service**

West Grove Fire Company

101 Walnut Street

West Grove, PA 19390

For non-emergency information call 610-869-9326

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

### **Ambulance Services**

West Grove Ambulance Division

101 Walnut Street

West Grove, PA 19390

For non-emergency: 610-869-9326

### **Advanced Life Support**

ALS – Medic 94





**Southern Chester County Emergency Medical Services, Inc.**

1015 W. Baltimore Pike

West Grove, PA 19390

For non-emergency call 610-869-1339

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

**Chester County Emergency Services**

(610) 344-5000

[www.chesco.org/des](http://www.chesco.org/des)

**Register for Ready Notify PA**

Chester County's Community Alert System

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

**PECO**

24/7 Emergency contact information 1-800-841-4141

[www.PECO.com](http://www.PECO.com)

**PennDOT**

Any type of roadway concern 1-800-FIX-ROAD

[www.dot.state.pa.us](http://www.dot.state.pa.us)

**Avon Grove Regional Emergency Management**

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

**American Red Cross – Southeastern Pennsylvania**

215-299-4000

[www.redcross.org/pa/philadelphia](http://www.redcross.org/pa/philadelphia)





## **Public Transportation**

For more information on public transportation in Chester County, call or visit the Transportation Management Association of Chester County's website:

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

(610) 993-0911

**Chescobus** has three routes in Chester County: SCCOOT, which travels from Oxford to Kennett Square, with limited service to West Chester; Coatesville Link, which travels from Coatesville to Parkesburg; and Evening LINK, which operates evenings from Coatesville to Exton Square Mall. State funding for Chescobus is provided by PennDOT and the majority of the local match from the Chester County Commissioners as well as municipal support.

<https://www.tmacc.org/chescobus>

### **Chesco Bus Schedules**

<http://www.tmacc.org/chescobus/chescobus-schedules/>

### **Chescobus Goes Green!**

[http://www.masstransitmag.com/press\\_release/12040941/tmacc-rebrands-chester-countys-public-transportation-system](http://www.masstransitmag.com/press_release/12040941/tmacc-rebrands-chester-countys-public-transportation-system)



# **TMACC**

*Transportation Management Association  
of Chester County*



## **Senior Citizen Resources**

Penn Township is committed to helping serve its senior citizens. Currently, there are three outstanding 55+ communities located in Penn Township: **Ovations at Elkview**, **Villages at Penn Ridge & Jennersville Farms**. **Big Elk**, a third 55+ community built by Ryan Homes, is located next to Jennersville Hospital and is in the early stages of development, so be sure to look out for updates as building progresses. Also located in the township is **Jenner's Pond**, a well-renowned maintenance-free retirement community. Right next to Jenner's Pond is **Luther House**, an independent living facility for senior citizens over the age of 62. Penn Township takes pride in all of the wonderful services provided to our senior citizens. On this page you will find resources courtesy of the Pennsylvania Department of Aging and Chester County Aging Services.

### **Ovations at Elk View HOA**

<http://www.ovationsatelkview.org/>

(610) 869-0155

### **PA Dep of Aging**

<https://www.aging.pa.gov/>

(717) 783-1550

### **Chester County Aging Services**

<https://www.chesco.org/135/Aging>

(610) 344-6350

### **Social Security**

<https://www.ssa.gov/>

1-800-772-1213

### **Medicare/Medicaid**

<https://www.medicare.gov/>

1-800-MEDICARE (1-800-633-4227)

**APPRISE** is Pennsylvania's State Health Insurance Assistance Program. Contact Chester County APPRISE at (610) 344-5004.

### **Jennersville Hospital Senior Club**

<https://jennersville.towerhealth.org/community/senior-club/>

### **Jenner's Pond**

<https://www.jennerspond.org/>

(610) 869-6801

### **Luther House**

<http://www.lutherhousepa.org/>

(610) 869-4240



## **Community Resources**

### **Avon Grove Library**

<http://www.avongrovelibrary.org/>

(610) 869-2004

### **Avon Grove Lions Club**

<http://aglions.com/>

(610) 255-4455

### **Avon Grove Regional Emergency Management (AGREM)**

<https://my.agrem.org/>

### **Avon Grove Charter School**

<https://www.agcharter.org/>

(484) 667-5000

### **Avon Grove School District**

<https://www.avongrove.org/>

(610) 869-2441

### **Canine Partners for Life**

<https://k94life.org/>

(610) 869-4902

### **ChescoBus**

<https://www.tmaccc.org/chescobus>

610-993-091

### **Chester County Intermediate Unit (CCIU)**

<https://www.cciu.org/>

(484) 237-5000

### **Delaware County Community College - Pennock's Bridge Campus**

<https://www.dccc.edu/about/locations/pennocks-bridge-campus>

(484) 237-6400

### **Family Promise of Southern Chester County**

<https://www.familypromisescc.org/>

(610) 444-0400

### **Jennersville Hospital**

<https://jennersville.towerhealth.org/>

(610) 869-1000





**Medic 94/SCCEMS**

<https://www.sccems.org/>

(610) 910-3180

**West Grove Fire Company**

<http://www.wgfc.org/>

(610) 869-9326

**PA State Police, Troop J**

<https://www.psp.pa.gov/troop%20directory/Pages/Troop-J.aspx>

(610) 268-2022

**Penn Medicine Southern Chester County**

<https://www.pennmedicine.org/for-patients-and-visitors/penn-medicine-locations/penn-medicine-southern-chester-county>

(610) 431-5000

**Project C.U.R.E.**

<https://projectcure.org/>

(610) 345-0410

**Technical College High School - Pennock's Bridge**

<https://www.cciu.org/tchspennocksbridge>

(610) 345-1800

**The Land Conservancy for Southern Chester County (TLC)**

<http://tlcforscc.org/>

(610) 347-0347 ext. 101

**YMCA - Jennersville**

<https://www.ymcagbw.org/locations/jennersville-branch>

(610) 869-9622



## **Government Resources**

### **Chester County**

All of the governmental departments in Chester County can be found on their website. Below is a list of just some of the departments, along with their contact number.

- Chester County Department of Aging (610) 344-6350
- Chester County Archives and Records (610) 344-6760
  - Chester County Assessment (610) 344-6105
  - Chester County Commissioners (610) 344-6100
- Chester County Emergency Services (610) 344-5000
- Chester County Health Department (610) 344-6225
  - Chester County Human Services (610) 344-6280
- Chester County Open Space Preservation (610) 344-5656
- Chester County Planning Commission (610) 344-6285
  - Chester County Recorder of Deeds (610) 344-6330
- Chester County Solid Waste Authority (610) 273-3771
  - Chester County Tax Claim Bureau (610) 344-6360
    - Chester County Treasurer (610) 344-6370
  - Chester County Veteran Affairs (610) 344-6375
  - Chester County Voter Services (610) 344-6410

### **Commonwealth of Pennsylvania**

All departments, commissions, boards and information relating to the Commonwealth of Pennsylvania can be found on their website. Below is a list of just some of Pennsylvania's resources, and their contact number.

- PA Department of Agriculture (717) 787-4737
- PA Department of Community and Economic Development 1-(866) 466-3972
- PA Department of Drug and Alcohol Programs (717) 783-8200 or 1-(800) 662-HELP



- PA Department of Education (717) 783-6788
- PA Department of Environmental Protection (717) 783-2300
  - PA Game Commission (717) 787-4250
  - PA Department of Health (877) 724-3258
- PA Department of Human Services (800) 692-7462
  - PA Office of Open Records (717) 346-9903
- PA Department of Transportation (717) 787-2838
- PA Emergency Management Agency (717) 651-2001
  - PA State Police (717) 783-5599

**Tom Wolf (D)**  
**PA Governor**

**Bob Casey (D)**  
**U.S. Senator for PA**

**Pat Toomey (R)**  
**U.S. Senator for PA**

**Chrissy Houlahan (D)**  
**U.S. Congresswoman**  
**PA Congressional District 6**

**Andrew Dinniman (D)**  
**PA State Senator**  
**PA Senate District 19**

**John Lawrence (R)**  
**PA House Representative**  
**PA House District 13**

