



Resident Handbook



Welcome to Horsham Township, a community rich in history and full of promise for a vibrant future. With all the community has to offer, it is no wonder *Money Magazine* has continued to rank Horsham Township as one of the top 100 Best Places to Live in America.



Horsham Township is located in central Montgomery County, Pennsylvania, 20 miles north of downtown Philadelphia. Because of the Township's close proximity to this major city and the redevelopment of the Naval Air Base, Horsham Township will continue to experience substantial amounts of growth well into the foreseeable future.

The Township, incorporated in 1717, is one of the oldest original municipalities in Montgomery County, and is today a thriving, modern business-friendly community with a strong industrial base, a residential population of approximately 26,000 people, and the outstanding Hatboro-Horsham School District.



On behalf of the elected Council Members and appointed officials of Horsham Township, we wish to extend to you a very cordial welcome. We hope you will enjoy your new residence in Horsham Township. If we can be of service to you, contact us in person at the Township Building, which is located at 1025 Horsham Road, by telephone at (215) 643-3131 or via email at horsham@horsham.org.



Township Government

Horsham Township is governed by Township Council, five elected officials, each serving a six year term. Board meetings are open to the public and are held twice a month in the Municipal Building.

The Board appoints a Township Manager to implement policy decisions and oversee all of the Township departments.

Departments

Administration

Management, Information Technology, Human Resources, Communications. Primary interface between the public and Township departments to answer questions and schedule services.

Code Enforcement

Planning, Land Development and Code Enforcement.

Finance

Overall financial management of the Township

Parks and Recreation

Provide resources and services that strengthen the community through parks, recreational facilities, programs and events.

Public Safety

Develop and maintain a safe and secure Community.

Highway

Streets & Properties, Facilities Management, Field Maintenance and Traffic Signal Maintenance.



Pictured left to right: Tom Johnson, Deborah Tustin, President, Mark McCouch, Vice President, W. William Whiteside III, and Gregory Nesbitt, Esquire.

BOARD MEETINGS

Township Council	1 st & 4 th Monday @ 7:00PM 2 nd Wednesday @ 8:00PM
Planning Commission	1 st Tuesday @ 7:00PM
Zoning Board	2 nd Tuesday @ 7:30PM
Park and Recreation	3 rd Thursday @ 7:30PM
Water & Sewer Authority (215) 672-8011	2 nd & 4 th Monday @ 7:30PM 617 Horsham Road

Horsham Township Municipal Building
1025 Horsham Road
Horsham, PA 19044
p: (215) 643-4312 • e: Horsham@horsham.org
www.horsham.org





Quick Information

Public Safety:

Horsham Police Business: (Emergency 911)	(215) 643-8284	www.horsham.org
Non-emergency Police Response:	(215) 643-3600	
Horsham Fire Co. & EMS: (Emergency 911)	(215) 675-9859	www.horshamfire.com
Abington Memorial Hospital	(215) 481-2000	www.amh.org

Water & Sewer:

Horsham Water & Sewer Authority	(215) 672-8011	www.horshamwater-sewer.com
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Trash:

Republic Services	(215) 723-0400	www.republicservices.com
Arthur Moore	(215) 646-6279	
Advanced Disposal	(866) 342-5497	www.advanceddisposal.com
Waste Management	(800) 869-5566	www.wm.com

Gas & Electricity:

PECO Energy Company	(800) 494-4000	www.peco.com
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Residential Phone and Cable Services

Verizon	(800) VERIZON	(800) 837-4966	www.verizon.com
Comcast Cable	(800) XFINITY	(800) 934-6489	www.comcast.com

Taxes:

Real Estate Tax Collector	(215) 643-3131	www.horsham.org
Earned Income Tax: Berkheimer	(800) 360-8989	www.hab-inc.com

Department of Motor Vehicles:

(800) 932-4600	www.dmv.state.pa.us
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Post Office: Horsham Post Office

(215) 672-8674	www.usps.com
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Library: Horsham Library

(215) 443-2609	www.horshamlibrary.org
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Voter Information:

(610) 278-3280	www.montcopa.org
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School District: Hatboro-Horsham

(215) 420-5000	www.hatboro-horsham.org
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2007 • 2011 • 2013
Recognized as a
Top-ranked
"Best Places to Live in
America" by Money
Magazine



2009
Recognized as a
"Best Place to Live
in Pennsylvania" by
U.S. News and
World Report



Public Safety



Volunteer Fire Company & EMS

Horsham Township citizens and businesses are protected by highly-trained and well-equipped volunteer firefighting and rescue organizations operating from two (2) stations strategically located in the Township. The dedicated firefighting companies cooperate on a regular basis to ensure the safety of our residents, travelers and property. They are on-call 24/7 and have a proud history of heroic service backed by ongoing training and support from Horsham Township's municipal government, businesses and citizens. The Horsham Fire Company has been serving our citizens and businesses since 1913.

Horsham Fire Co. No.1 Ambulance was started with Theodore Miller Sr.'s personal ambulances. In 1941 the Fire Company took over operations. Today Horsham Fire Co. No. 1's Ambulance Corps. Division proudly protects an estimated 26,000 people living in an area of 16.77 square miles. We operate out of our main station which is located at 315 Meetinghouse Road.

Volunteers are always needed (Fire Fighters, EMS and Fire Police). If you would like information on the Horsham Fire Company or are interested in joining, please stop by the fire house at 315 Meetinghouse Road or contact us at 215-675-9859.

Police Department

The mission of the Horsham Township Police Department is to provide professional law enforcement service to Horsham Township. To preserve, protect and enhance the quality of life for the people of Horsham through a broad range of police services.

Horsham Township is protected by a 40 member professional police force led by Chief William Daly. The police department is complemented by its volunteer community policing partners Horsham ChATs.

The Police Department comprises four major divisions with specific areas of responsibilities for each division. The Patrol Division, Criminal Investigation Division, Traffic Safety Unit and the Services Division.



POLICE / FIRE EMERGENCY—DIAL 911

Non-Emergency Police Response: (215) 643-3600

Horsham Police: (215) 643-8284

1025 Horsham Road - Horsham, PA 19044
www.horsham.org

Horsham Fire Co. & EMS: (215) 675-9859

315 Meetinghouse Road - Horsham, PA 19044
1023 Horsham Road - Horsham, PA 19044
www.horshamfire.com



Parks & Recreation

The Horsham Township Department of Parks and Recreation is dedicated to serving as a partner in providing essential open space, parks, and recreation services that enhance the quality of life and deliver individual, community, environmental, and economic benefits to our residents.



Parks

The parks and trails throughout Horsham Township afford residents countless opportunities for outdoor recreation and enjoyment; enhancing our sense of community and well-being. We have created a balance of passive and active recreational opportunities for our residents to use and enjoy.

Horsham Township has 821.06 acres of parkland and open space: that includes 7 community parks, 8 neighborhood parks, an extensive trail system and a



Recreation

The Horsham Township Recreation Department creates community through people, parks and programs. Activities, programs, lessons, camps, bus trips and classes are offered year-round for all ages and skill levels. The recreation department is highlighted by the Horsham Township Community Center that opened in 2007.

community center.

A number of popular Horsham Township Parks & Recreation Department traditions and amenities include:

- *Easter Egg Hunt*
- *Annual Flea Market*
- *Horsham Day*
- *Holiday Events*
- *Adult Classes*
- *Youth Programs*
- *Basketball Courts*
- *Facility Rentals (Pavilions & Fields)*
- *Nature Trails*
- *Picnic Areas*
- *Playgrounds*
- *Sand Volleyball*
- *Soccer Fields*
- *Tennis Courts*
- *Walking Trails*



Residents can sign up for recreation classes and programs at: www.HorshamRec.com



Township Departments

Library

Horsham Township Library opened to the public on October 11, 2004 and provides free access to educational and recreational materials to all Horsham Township and Montgomery County residents. We are a member of Access Pennsylvania, which allows patrons to use any participating Pennsylvania library. We are also a charter member of MCLINC, a consortium of libraries that provides online, public access to Montgomery County library collections and Online Databases via library, home and office computers.

The library offers a collection of over 101,320 print and audio-visual items for both children and adults, housed in a 25,000 square foot building, with ample on-site parking. Meeting space for up to 183 people is available. The library features a coffee bar lounge where local residents can meet to exchange ideas.

Horsham Library also offers year-round educational programs and classes for all ages including storytimes, book clubs, computer classes, seminars and much more.



Horsham Library

435 Babylon Road
Horsham, PA 19044
(215) 443-2609
www.horshamlibrary.org

Hours:

Mon	12:30PM-9:00PM
T-Th	10:00AM-9:00PM
Fri	10:00AM-6:00PM
Sat	10:00AM-5:00PM

Code Enforcement

If you plan any type of changes or updates to your property, we encourage you to contact our Code Enforcement Department at (215) 643-3131. Horsham Township will review your building plans with you and provide any specifications you may need, or alert to you whether you need to obtain a permit or take other necessary steps in the process. You can print permit and application forms right from the code department of our website at: www.horsham.org.



Highway Department

The Highway Department is responsible for maintenance planning and roadway construction improvement projects, general township property maintenance and improvements, and snow removal. For more information please refer to the Highway Department section on the Township website.





Schools & Universities

Public Schools

Horsham Township is in the Hatboro-Horsham School District, which includes, in addition to Horsham Township, parts of Hatboro, Ambler, North Wales and Chalfont.



There are four elementary schools (K-5), one middle school (6-8) and one high school (9-12) which are fully accredited by the Middle States Association of Colleges and Schools.

The schools are:

Crocket Billet Elementary School

101 Meadowbrook Avenue - Hatboro, PA 19040
(215) 420-5300

Blair Mill Elementary School

109 Bender Road - Hatboro, PA 19040
(215) 420-5200

Simmons Elementary

411 Babylon Road - Horsham, PA 19044
(215) 420-5700

Hallowell Elementary

200 Maple Avenue - Horsham, PA 19044
(215) 420-5900

Pennypack Elementary

130 Spring Avenue - Hatboro, PA 19040
(215) 420-5400

Keith Valley Middle School

227 Meetinghouse Road - Horsham, PA 19044
(215) 420-5500

Hatboro-Horsham High School

899 Horsham Road - Horsham, PA 19044
(215) 420-5500

The school district can be accessed through their website at: www.hatboro-horsham.org or via telephone at (215) 420-5000.

Private Schools

Archbishop Wood High School

655 York Road - Warminster, PA
www.archwood.org

Hatboro-Horsham Adult Evening School

P.O. Box 352 - Hatboro, PA 19040
www.hhaes.org - (215) 646-1768

Our Lady of Mercy Catholic School (K-8)

29 Conwell Drive - Maple Glen, PA
www.olmcatholicschool.com - (215) 646-0150

Colleges

Montgomery County Community College

340 DeKalb Pike • Blue Bell, PA 19422
(215) 641-6300 • www.mc3.edu

Penn State Abington Campus

1600 Woodlawn Road • Abington, PA 19001
(215) 881-7300 • www.abington.psu.edu

Temple University—Ambler Campus

580 Meeting House Road • Ambler, Pa 19002
(215) 283-1200 • www.temple.edu

Gwynedd Mercy College

P. O. Box 901 • Gwynedd Valley, Pa 19437
(215) 641-5510 • www.gmc.edu





Voter Information

VOTING DISTRICTS

Voters cast their ballots in election districts scattered throughout the Township.

District	Location	Street Address
1-1	Keith Valley Middle School	227 Meetinghouse Road
1-2	Blair Mill Elementary School	109 Bender Road
1-3	Horsham Fire Company	315 Meetinghouse Road
1-4	Hallowell Elementary School	200 Maple Avenue
1-5	Keith Valley Middle School	227 Meetinghouse Road
2-1	Horsham Township Community Center	1025 Horsham Road
2-2	Simmons Elementary School	411 Babylon Road
2-3	Horsham Township Community Center	1025 Horsham Road
2-4	Horsham Township Public Library	435 Babylon Road
3-1	Veterans of Foreign Wars (VFW Post 9788)	324 Saw Mill Lane
3-2	Yuong Sang Presbyterian Church	706 Witmer Road
3-3	Lutheran Church of the Resurrection	620 Welsh Road
3-4	Hatboro-Horsham High School	899 Horsham Road
3-5	Hatboro-Horsham High School	899 Horsham Road
4-1	St. Matthew's Episcopal Church	919 Tennis Avenue
4-2	Horsham Fire Battalion #2	1023 Horsham Road
4-3	Simmons Elementary School	411 Babylon Road
4-4	Ukrainian American Sports Center	1 Lower State Road (at County Line Road)

VOTER REGISTRATION

To qualify as a voter, a resident must register after meeting four requirements: (1) eighteen years of age, (2) a U.S. citizen for at least one month, (3) a resident of the election district at least 30 days, (4) a resident of Pennsylvania for at least 30 days. Electors may pick up voter registration applications at most public buildings: Municipal Centers, Libraries, Liquor Stores, Post Offices. **Montgomery County Voter Services** (610) 278-3280

PRIMARY ELECTIONS

The third Tuesday in May is Primary Election Day in Pennsylvania except in presidential election years when the Primary is held on the fourth Tuesday in April.

GENERAL ELECTIONS

General Elections when state and federal offices are filled occur in even numbered years while Municipal elections, including county offices, are held in odd numbered years. Both are held on the Tuesday after the first Monday in November. All elections are supervised by the County Board of Elections. The polls are open from 7:00 a.m. to 8:00 p.m.



Trash & Recycling

Recycle Today For A Better Tomorrow

Residents of Horsham Township are required to recycle by state law and municipal ordinance. Licensed residential trash haulers are required to collect recyclables at least once a week. This is your opportunity to reduce the amount of waste going to our landfills, save energy and conserve natural resources. Your participation is important. The Township's goal is to have less waste and more recycling. Your waste reduction and recycling activities can make a difference.



RESIDENTIAL TRASH & RECYCLING COLLECTION

Horsham Township does not perform curbside trash or recycling pick up. You must contract with a licensed trash hauler to collect your trash and recycling. Contact your trash hauler for information regarding pick up of leaves, yard waste, holiday trees, appliances and recycling.

The trash haulers who have permits to collect trash in Horsham Township are:

Arthur Moore	(215) 646-6279
Republic Services	(215) 723-0400
Advanced Disposal	(800) 710-1333
Waste Management	(800) 869-5566

Please insist that your hauler comply with the law. Working together we can help protect our natural resources for future generations.

What is a Waste Generation Fee on my Real Estate Tax Bill and why do I have to pay it?

The Waste System Authority of Eastern Montgomery County ("WSA") is an independent municipal authority who collects a Waste Generating Fee ("WGF") from property owners whose municipal solid waste is not collected by the municipality. The WGF fee covers a portion of the cost of disposing your trash and the Authority's cost for administering the system. It is in addition to the fees you pay your trash hauler. For more information, visit www.wsaemc.org or call (610) 278-3045.



MONTGOMERY COUNTY HOUSEHOLD HAZARDOUS WASTE, ELECTRONICS AND TIRE COLLECTION PROGRAM

Please save your household hazardous waste, such as oil based paint and paint cans, fluorescent tubes, motor oil, and pool chemicals, as well as computer equipment and small electronics and tires for collection days, held several times a year by Montgomery County.

You can view the collection guidelines for all events at www.montcopa.org or call (610) 278-3618, for more information.

Collections are from 9 a.m. to 3 p.m. for all locations and open to residents only. These events are not open to businesses, institutions and industry.

YARD WASTE DROP-OFF

In an effort to increase participation in the state mandated recycling of leaf waste, the Township has located a container in the rear parking lot of the Municipal Complex at 1025 Horsham Road.

Leaf waste includes: leaves, garden residue, shrubbery and tree trimmings, less than 4 ft. long and 4 inches in diameter.

Items not included: grass, stumps, tree trunks or logs.

All leaf waste must be placed in biodegradable bags. This service is available to residential property owners only and we will not accept waste from landscapers or non-residential properties. The Township has brown biodegradable bags for sale at the Township Building.

Pennsylvania's 'Municipal Waste Planning Recycling and Waste Reduction Act' (Act 101) requires trash haulers to meet the following requirements in Horsham Township:

- Two collections for leaves between October 1st and December 31st.
- One collection of holiday trees during the month of January.
- One collection of shrubbery, tree trimmings and similar vegetative materials between April 1st and June 1st. (no grass)

Collection schedules will be posted on our website at: www.horsham.org and on Comcast Ch. 22 and Verizon FIOS Ch. 32.

OTHER RECYCLING OPPORTUNITIES

Recycle Type:

Textiles (clothing, & shoes)
Cellphones and accessories
Eye glasses
Printer and copier cartridges
Retired U.S. Flags for proper disposal
Paper, newspapers, envelopes, catalogs, etc.

Drop-off Location:

Horsham Library, Lukens Park and Cedar Hill Road Park
Township Building and Horsham Library
Township Building and Horsham Library
Township Building, Horsham Library and Horsham Water & Sewer Authority
Township Building
Township Building and Horsham Library





Stormwater Mgmt.

Restoring Rains Reputation: What Everyone Can Do To Help!



WHAT IS STORMWATER?

Stormwater is water runoff from precipitation that flows across the ground and pavement when it rains or when snow and ice melt. The water seeps into the ground or drains into what we call storm sewers. These are the drains you see at street corners or at low points on the sides of streets. Collectively, the draining water is called stormwater runoff.

WHY IS STORMWATER "Good Rain Gone Wrong?"

Stormwater becomes a problem when it picks up debris, chemicals, dirt and other pollutants as it flows or when it causes flooding and erosion of stream banks. Stormwater travels through a system of pipes and roadside ditches that make up stormwater systems. It eventually flows directly to a lake, river, stream, wetland, or coastal water. All of the pollutants stormwater carries along the way empty into our waters, too, because stormwater does not get treated. This is why your assistance is needed to improve local water quality.

WHAT RESIDENTS CAN WATCH FOR:

- Sediment leaving a construction site in stormwater.
- Spills (chemical, gas, oil)
- Illegal dumping activity into streams or storm sewers (please call 911 first).
- Dry weather flow from outfall pipes to streams (72 hours after a rain storm)

To report spills, dumping or discharges of pollutants into the street, stormwater system or streams, contact Mark Hudson at (215) 643-3131 or stormwater@horsham.org

For more information, visit our [stormwater management web page at: www.horsham.org](http://www.horsham.org)

Department of Environmental Protection (DEP) www.depweb.state.pa.us

10 Ways To Prevent Stormwater Runoff Pollution:

- Conserve Water by stopping faucet drips
- Never dump anything down storm drains
- Pick up after your pet
- Sweep up driveways and sidewalks
- Use fertilizers and pesticides sparingly
- Plant gardens in bare spots
- Direct rooftop runoff to grass or gardens
- Check cars for leaks
- Wash cars at the car wash
- Compost your yard and organic wastes

THINGS TO HELP LIMIT STORMWATER RUNOFF VOLUME

Install a Rain Garden

A rain garden is a planted shallow depression designed to catch and filter rainfall runoff. The garden captures rain from a downspout or a driveway. The water sinks into the ground, aided by deep rooted plants that like wet and dry conditions. A residential rain garden should dry out between rains and should only hold water for approximately 24 hours. This timeframe prevents standing water that could create mosquito habitat.



Install a Rain Barrel

Rain barrels are installed at the bottom of your down-spouts and catch the rain water that comes off the roof. You can then reuse that water to water your garden or yard. Please try to empty your rain barrel between rain events to maximize the effectiveness of the rain barrel. You can either purchase your rain barrel from the Township or make your own.



Plant Trees and Shrubs

Planting trees, shrubs and/or plants that have a deep root structure help stormwater infiltrate into the ground. They also catch rain water on their leaves and branches which helps to reduce the amount of run-off during a storm.



STORM DRAIN MARKERS

These markers educate and discourage anyone who may be looking to dump into the storm drain. Horsham Township has put storm drain markers on many of our storm drains.

If you know of any storm drains that are missing markers please email us their locations at: stormwater@horsham.org

Horsham Township maintains and improves the public drainage system for the protection of our community and the environment.



Organizations

Youth Organizations

There are several independent volunteer youth sports organizations that offer team athletic sports to the youth of Horsham Township. Each association has its own officers, Board of Directors, by-laws and rules and regulations.

Horsham Township Parks and Recreation and the Hatboro-Horsham School District work cooperatively with these organizations to provide facilities for practices, play, meetings and registration.

Horsham Little League Association
www.horshamlittleleague.com

Horsham Soccer Association
www.horshamsoccer.com

Hatboro-Horsham Soccer Club
www.hhsoccerclub.com

Horsham Hawks Football and Cheerleading
www.horshamhawks.com

Horsham Hoops
www.hhoops.com

Hatboro-Horsham Wrestling Club
www.hhwc.org

Banshees Fastpitch Softball
www.bansheesfastpitch.com

Horsham Boys Lacrosse Club
www.horshamlacrosseclub.com

Horsham Girls Lacrosse Club
www.horshamgirlslacrosseclub.com

Local Civic and Community Organizations

Friends of Graeme Park
www.graemepark.org

Friends of Horsham Library
www.fhlib.org

Gardeners of Crooked Billet
www.pitrone.com/gardeners.html

Hatboro-Horsham Educational Foundation
www.hhef.org

Horsham Chamber of Commerce
www.horshamchamberonline.com

Horsham Dog Park
www.horshamdogpark.com

Horsham Lions Club
www.horshamlions.com

Horsham Paranormal Society
www.horshamparanormalsociety.brave-host.com

Horsham Preservation and Historical Association
www.horshamhistory.org

Horsham Rotary Club
www.horshamrotary.org



Horsham Township's Government Access Channels keep Horsham residents informed about events in the Township. Scheduling includes Township Council, Planning Board and Zoning Agendas, special programs of general interest and a bulletin board of coming events in the Horsham community.



Elected Officials

UNITED STATES SENATORS

Senator Pat Toomey (R - PA)

8 Penn Center
1628 John F. Kennedy Boulevard
Suite 1702
Philadelphia, PA 19103
Tel: 215-241-1090
www.toomey.senate.gov

Senator Robert P. Casey (D - PA)

2000 Market Street - #1870
Philadelphia, PA 19103
Tel: 215-405-9660
www.casey.senate.gov

UNITED STATES CONGRESS

Congressman Brendan Boyle (D - PA)

115 E. Glenside Ave, Ste # 1
Glenside, PA 19038
Tel: 215-517-6572
www.boyle.house.gov

Congressman Patrick Meehan (R-PA)

940 West Sproul Road
Springfield, PA 19064
Tel: 610-690-7323
www.meehan.house.gov

STATE SENATOR

Senator Stewart J. Greenleaf (R)

(PA 12th Senatorial District)
711 North York Rd - # 1
Willow Grove, PA 19090
Tel: 215-657-7700, Toll-free: 800-924-3300
www.senatorgreenleaf.com
E-mail: sgreenleaf@pasen.gov

STATE REPRESENTATIVE

Representative Todd Stephens *(District 151)*

515 Stump Road, North Wales, PA 19454
Tel: 215-368-5165, Fax: 215-368-5169
E-mail Mike Thom at: mthom@pahousegop.com
www.reptoddstephens.com
Email: tstephens@pahousegop.com

STATE REPRESENTATIVE

Representative Thomas P. Murt (R) *(District 152)*

19 South York Road, Hatboro, PA, 19040
Tel: 215-674-3755, Fax: 215-674-3021
www.repmurt.com
Email: tmurt@pahousegop.com

GOVERNOR OF PENNSYLVANIA

Governor Tom Wolf

225 Main Capitol Building
Harrisburg, PA 17120
Tel: 717-787-2500
www.governor.state.pa.us
Email: governor@pa.gov

MONTGOMERY COUNTY COMMISSIONERS

Josh Shapiro, Chair
Valerie A. Arkoosh, MD, MPH, Vice Chair
Joseph C. Gale, Commissioner

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Norristown, PA 19404
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www.montcopa.org