

## CONDUCT AND NOISE

### Animal Control

- Owners may not allow pets to make loud noises for more than ten (10) minutes straight or thirty (30) minutes intermittently.
- Dogs may not run at large and must be leashed when off their owner's property.
- Every dog shall have a secure neck collar and a proper license tag for the current year.
- Owners are responsible for removing any waste left by their dogs on public or private property.
- To report dogs that will not stop barking or dogs running at large, call **Animal Control at 610-759-2200.**
- If you find a lost or stray pet, or to report that your pet is missing, call **Animal Control at 610-759-2200**

### Radios and Music

Radios, loudspeakers, instruments, or music must be played at a volume that cannot be heard from neighboring properties. This policy is in effect 24 hours a day, but it does not apply to City-sanctioned outdoor concerts or events.



To report conduct and noise issues, call the police at **610-759-2200**. If you suspect criminal activity is ongoing, call the Criminal Investigation Division at **610-923-5049**. Calls will be kept confidential.

## EASTON BLOCK WATCH

Easton's Block Watch Program establishes a partnership between the Easton Police Department and neighbors. It is modeled after a national program designed to enhance neighborhood security through community observations. This program, and your involvement, makes a difference.

If you would like to start a Block Watch Program in your neighborhood:

- Call the Neighborhood Police Division at **610-250-6752**.
- Designate a Block Watch Captain or Co-Captains who will host neighborhood block watch meetings, act as coordinator, and serve as a liaison with the Easton Police Department.

# A Guide To CITY OF EASTON SERVICES



<http://www.easton-pa.gov>

# RECYCLING AND GARBAGE

**T**he City of Easton is proud of its engaged, dedicated community of neighbors who share a commitment to a Clean and Safe City. This Guide provides residents with information on different ways to take advantage of the City's resources, and to work with City departments and each other to maintain vibrant neighborhoods. The City of Easton is on the rise, and we thank you for your efforts to encourage a strong and neighborly City.

**The City Council of Easton**

## Recycling Collection

- Recycling is collected curbside weekly on the same day as garbage.
- The City provides single-stream recycling, meaning that glass, paper, aluminum, plastic, and cardboard recyclables can be placed in a single bin.
- All recycling is to be collected in a blue City of Easton bin, available from the City for a small fee.
- Recyclables can also be brought to the City of Easton Recycling Center, 500 Bushkill Drive, between 10:00 a.m. and 2:00 p.m. on Tuesdays, Thursdays, Saturdays, and Sundays.
- Join the RecycleBank! Place a barcode sticker (available from Public Works) on your recycling bin, and register with an email at [www.recyclebank.com](http://www.recyclebank.com). You will then begin receiving points for recycling. Earn enough points, and you can receive a free month of garbage collection.
- Call Public Works at 610-250-6680 with any questions about recycling.

## Garbage Collection

- Garbage cans must be stored out of view from the street, unless they are curbside for collection. Garbage must not be brought to the curb earlier than 5:00pm on the evening before a scheduled collection. If you see curbside garbage at other times, it can be reported to Codes at 610-250-6724.
- Garbage cans must have covers that fit tightly enough to protect garbage from wind, rain, and snow.

## Disposal of Bulk Items

- Residents may leave one (1) bulk item curbside for collection per week.
- For sanitary reasons, mattresses must be bagged in plastic prior to collection.
- For environmental reasons, televisions and computer monitors cannot be disposed of along with household waste. They can be disposed of for a fee at 1120 S. 25th Street in Wilson Borough during designated hours. Visit [www.FreeCyclellc.com](http://www.FreeCyclellc.com) for more details. Best Buy stores also accept certain televisions and monitors free of charge for recycling; contact a local store directly for more details.

## Open Burning

Open burning is **NOT ALLOWED** in the City.

## Garbage Nuisances

Garbage nuisances include: overflowing garbage, garbage with a particularly foul odor, or garbage that is attracting insects, rodents, or animals. Call Codes at 610-250-6724 to report nuisance garbage.

This booklet provided to residents by the City of Easton

1 S. 3rd St, Easton, PA 18042 | (610) 250-6600

Additional information available online:

<http://www.easton-pa.gov>

# AUTOMOBILES, TRAFFIC AND PARKING

## Parking

- Downtown residents may obtain Residential Parking Permits to park on-street. These permits allow parking in certain metered spaces. Applications and information are available at the Easton Police Department Traffic Division (35 S. 3rd Street; 610-250-6642) from 8:00 a.m.—4:00 pm., Monday—Friday, and on the City website.
- Cars that will be parked on-street overnight on College Hill require a Residential Parking Permit. Applications and information are available at the Easton Police Department Traffic Division (35 S. 3rd Street; 610-250-6642) from 8:00 a.m.—4:00 pm., Monday—Friday, and on the City website.
- No vehicle may be parked in the same spot on City streets for over 72 hours.
- Trucks over 20' in length, excluding passenger automobiles such as pickup trucks, may not be parked on City streets between 9:00 p.m. and 6:00 a.m.

## Street Sweeping

The City follows a weekly street sweeping schedule between April 1 and December 1. Every street on a sweeping route has signs that indicate the day of the week and time frame when sweeping will occur. Cars may not be parked on-street during those hours, and any cars parked in violation of this policy will be ticketed.

## Repairs

Auto repairs, except for emergency work, may not be done on City streets. Any repair work on private property may not cause a noise disturbance across residential property lines. Major automotive work (beyond routine repairs) may not take place in a residential district.

## Abandoned or “Junk” Automobiles

In residential districts, only one (1) unregistered and/or uninspected car may be stored on a property. The car may not be maintained in “junk” condition. Inoperable cars, or cars without a current registration and inspection, may not be parked on-street. To report abandoned cars on private property, **call Codes at 610-250-6724**. To report cars abandoned in the street, **call the police at 610-759-2200**.

# PUBLIC MEETINGS

The following monthly meetings are held in Easton City Hall unless otherwise noted or announced. Call the City Clerk’s Office at 610-250-6730 for more information.

**City Council**—2nd & 4th Tues (Committee) and Wed (Regular) of each month at 6:00 pm

**Planning Commission**—1st Wednesday at 6:00 pm

**Board of Health**—2nd Thursday at 6:00 pm

**Environmental Advisory Council**—1st Tuesday at 6:00 pm

**Ethics Board**—1st Monday at 5:30 pm

**Historic District Commission**—2nd Monday at 5:30 pm

**Parking Authority**—3rd Thursday at 6:00 pm

**Recreation Board**—3rd Tuesday at 7:00 pm

**Redevelopment Authority**—3rd Wednesday at 5:30 pm

**Zoning Hearing Board**—3rd Monday at 6:30 pm

**Northampton County Council**—1st & 3rd Thursday at 6:30 pm at Northampton County Government Center, 4<sup>th</sup> Floor.

## NEIGHBORHOOD ORGANIZATIONS

Join your neighborhood organization today to meet other committed and engaged neighbors!

### Easton Main Street Initiative (Downtown)

<http://www.eastonmainstreet.org>

### West Ward Neighborhood Partnership

<http://wwnp.caclv.org>

### South Side Civic Association

<http://www.facebook.com/pages/South-Side-Civic-Association-of-Easton-Penna>

### College Hill Neighborhood Association

<http://www.eastonchna.org>

## SPECIAL EVENTS

With a year-round calendar of special events, something exciting is always happening in Easton! Enjoy fresh local foods and produce at the Easton Farmers’ Market all year long. Celebrate Easton’s history as the site of one of the first three public readings of the Declaration of Independence at Heritage Day. Enjoy a stinky good time at Garlic Fest, or pig out at Bacon Fest. Kick off the holiday season with the Peace Candle Lighting and Holiday Open House. Dates for these events change from year to year, so get more details and see this year’s event dates at the City of Easton Calendar of Events:

<http://www.easton-pa.gov/calendar.html>

# TAX INFORMATION

The City of Easton levies the following taxes to provide first-rate public services to all residents, property owners, employees, and visitors who live, work, and play within City limits. For more information on the below taxes, please call the listed phone numbers. Residents are responsible for ensuring that they pay all appropriate taxes.

**Real Estate Taxes:** All non-exempt property owners

- City of Easton, Finance Department, 610-250-6616
- County of Northampton, 669 Washington Street, 610-559-3000
- Easton Area School District, Berkheimer Tax Administrator, 1-866-300-1714

**Per Capita Taxes:** All City residents, 18 years and older

- City of Easton, Berkheimer Tax Administrator, 1-800-360-8989

**Local Services Tax:** Tax deducted from employee wages by all employers providing service within the City

- City of Easton, Berkheimer Tax Administrator, 1-800-360-8989

**Business Privilege Tax:** All City-based businesses (including landlords), and all outside businesses performing services within the city

- City of Easton, Business Privilege Tax Office, 610-250-6755

**Earned Income Tax:** All who reside or work within the City / Easton Area School District. *(This includes the “commuter tax” paid by employees who work in the City and reside elsewhere.)*

- Keystone Collection Group, 1-888-519-3897

## **Sidewalks**

Property owners are responsible for keeping sidewalks in front of their buildings in proper repair. For more information, **call Codes at 610-250-6724.**

## **Snow and Ice Removal**

Residents are required to clear snow and ice from the sidewalks in front of their residences within eight (8) workinghours of the end of a winter weather event. Snow may not be dumped from private property onto a public street or sidewalk.

## **Pest Control**

If a building is invaded by insects or rodents, the building’s owner or the person responsible for building maintenance is required to provide pest control until the infestation is gone.

## **Vacant Properties**

To ensure they are well-maintained, vacant properties must be registered with the City by their owner, along with the name of a designated manager who lives or works within thirty (30) miles of the City.

## **Alarm Systems**

Audible alarms must have timers that shut the alarm off after ten (10) minutes of noise. All alarms must be registered with the Codes Department. If an alarm will not stop, **call the police at 610-759-2200.**



**Unless another department is listed above, property maintenance issues can be reported to the Codes Department at 610-250-6724.**

# BUILDING AND PROPERTY MAINTENANCE

## Permits and Approvals

- Anyone who plans to make alterations or repairs to a building, or do work to electrical, mechanical, plumbing, or gas systems, will likely need permits. **Call Codes at 610-250-6724** for more information.
- Anyone who intends to change the use of a building or add an accessory structure to their lot (fence, storage shed, swimming pool) will likely need a Zoning Permit. **Call the Zoning Administrator at 610-250-6609** for more information.
- In the Downtown Local Historic District (from the Delaware River to 6th Street, and from the Bushkill Creek to the Lehigh River), any exterior work visible from a public right-of-way requires review by the Historic District Commission. **Call Codes at 610-250-6724** for more information.

## Building Safety

The City of Easton has adopted international building codes that ensure safety of buildings. These codes cover a range of conditions, including but not limited to general maintenance, structural issues, and heating, plumbing, and electrical systems. Any number of ordinances can be utilized by the Code Department to ensure safety of buildings.

## Fire Safety Equipment

The building codes adopted by the City state that all buildings must have some form of smoke detectors. In an apartment building, all kitchens must have fire extinguishers. If you believe your building is lacking smoke detectors or appropriate fire equipment, **call the Fire Department at 610-250-6671.**

## Grass, Weeds, and Trees

- Grass, weeds, and other vegetation must be kept to a length shorter than ten (10) inches.
- Property owners shall trim shrubs and bushes trees on their property so they do not block streets, sidewalks, or sight lines.
- Street trees are regulated by City ordinances, and must be maintained by a tree service licensed by the City. Any street tree work requires a permit. For more information, **call the City Forester at 610-250-6734.**

# PARKS AND RECREATION

The City of Easton offers a variety of public parks and recreation facilities for the enjoyment of residents and visitors alike. Most parks include a playground or tot lot, in addition to the specific recreation facilities listed below. Youth sports programs are offered at many parks. "Pocket parks" are also available throughout the City, providing a small spot to relax with a book or picnic. For more information, **call the Recreation Bureau at 610-250-6711.**

Bob Rute Fields ( <i>Baseball / Softball Fields</i> )	Hackett Avenue
Bushkill Street Park	10th & Bushkill Streets
Centennial Park ( <i>Basketball Courts</i> )	12th & Ferry Streets
Condran Park	McKeen & Wilkes-Barre Streets
Dutchtown / Walnut Street Park	600 Block of Walnut Street
Eddyside Park ( <i>Public Pool</i> )	Route 611 North
Hackett Park ( <i>Baseball Fields / Disc Golf</i> )	Hackett Avenue
Heil Park ( <i>Soccer / Lacrosse / Baseball / Softball / Volleyball / Football / Public Pool</i> )	900 Packer Street
Hugh Moore Park ( <i>National Canal Museum / Canal Boat Rides / Delaware &amp; Lehigh Corridor / Trail Access</i> )	Lehigh Drive
Jackson Street Park	12th & Jackson Streets
Karl Stirner Arts Trail ( <i>Paved Walking &amp; Cycling Trail / Public Art / Dog Park</i> )	Runs between Bushkill Drive and N. 13th Street; parking lot along N. 13th Street
Lachenour Park ( <i>Baseball / Softball / Soccer</i> )	Madison & Ann Streets
Mauch Chunk Park	Centre & Mauch Chunk Streets
Milton Street Park ( <i>Basketball Courts</i> )	Milton Street
Nesquehoning Street Park ( <i>Basketball Courts</i> )	Nesquehoning Street
Nevin Park ( <i>Volleyball / Tennis Courts</i> )	Lafayette St & Taylor Ave
Raspberry / Spruce Street Park	Spruce & Raspberry Streets
Riverside Park ( <i>Amphitheater</i> )	Riverside Drive
Scott Park ( <i>Public Boat Launch / Trail Access</i> )	Larry Holmes Drive
Shull Field	Seitz & Berwick Streets
St. Joseph Street Park ( <i>Basketball Courts</i> )	St. Joseph Street
Valley Street Tot Lot	Valley Street
Vanderveer Park ( <i>Basketball Courts</i> )	12th & Spring Garden Streets

# SNOW EMERGENCY INFORMATION

**Declared Snow Emergency.** When snow accumulations and/or forecasts are calling for hazardous conditions, the City may declare a Snow Emergency. The Snow Emergency will be announced on the City website and through local news media. Cars parked on any of the Snow Emergency Routes (listed below) must be moved when an emergency is declared. Cars not moved will be towed by the Police. The City will provide free garage parking for residents who live and park along Snow Emergency Routes for the duration of the emergency, but violators or those who do not remove their cars from the garage at the end of the emergency will receive fees and fines. Do not return your car to the Snow Emergency Route until the Snow Emergency is over.

**Snow Plowing & Shoveling.** City crews plow streets in the following order of importance: Snow Emergency Routes, secondary City streets, City-owned alleys and “backways”, then City-owned parking areas.

## Snow Emergency Routes

Berwick St (St. John St to Glendon Ave)	Lafayette St (Bushkill Dr to N. Del. Dr)
Bushkill Dr (N. 3rd St to No. Delaware Dr)	Larry Holmes Dr (4th St to Bushkill St)
Bushkill St (Larry Holmes Dr to Bushkill Dr)	Lehigh Dr (4th St to City Line)
Butler St (13th St to 15th St)	Line St. (Philadelphia Rd to Packer St)
Canal St (Smith Ave to Glendon Ave)	Nesquehoning St (Rt. 611 S to St. John St)
Cattell St (College Ave to Knox Ave)	Northampton St (Larry Holmes to 15th St)
Centre Square (Entire Circle area)	Packer St (Glendon Ave to Line St)
College Ave (N. 3rd St to Cattell St)	Philadelphia Rd (St. John S. to Line St)
Delaware Dr N. (Larry Holmes Dr to City Line)	St. John St (Smith Ave to Philadelphia Rd)
Delaware D. S. (S. 3rd St to City Line)	2nd St. (Ferry St to Spring Garden St)
Ferry St (2nd St to Walnut Ave)	Smith Ave (S. 3rd St to St. John St)
4th St (Bushkill St to Larry Holmes Drive)	Spring Garden St (Larry Holmes to 4th St)
Glendon Ave (Canal St to City Line)	3rd St. (Canal St to College Ave)
Knox Ave (Cattell St to City Line)	13th St (Butler St to Bushkill Dr)

# CONTACTING CITY DEPARTMENTS

The City of Easton’s government includes multiple bureaus and departments that assist residents in maintaining Clean and Safe conditions throughout the City. The main City Hall number is **610-250-6600 (TDD 1-800-654-5988)**, but all Departments also have their own dedicated phone numbers.

Neighbors are encouraged to communicate with each other to resolve any issues prior to reporting them to the City. If this does not work, issues can be directed to the Mayor’s Clean and Safe Hotline at **610-250-6737**, sent to the City Administrator at **complaint@easton-pa.gov**, or reported directly to City departments. City departments can be reached at these numbers:

<b>Easton Police Department</b>	<b>610-759-2200</b>
<b>Easton Fire Department</b>	<b>610-250-6671</b>
<b>Mayor's Office</b>	<b>610-250-6610</b>
<b>City Administrator's Office</b>	<b>610-250-6620</b>
<b>Department of Codes</b>	<b>610-250-6724</b>
<b>Bureau of Health</b>	<b>610-250-6608</b>
<b>Department of Public Works</b>	<b>610-250-6680</b>
<b>Sewer &amp; Trash Billing</b>	<b>610-250-6689; 610-250-6691</b>
<b>Business License Office</b>	<b>610-250-6755</b>
<b>City Clerk</b>	<b>610-250-6730</b>

**In Cases of Emergency  
Call 911—24 Hours a Day**