



New Residents’ Guide to Cranberry Township

Services, Rules, and Resources for Residents



WELCOME

to Cranberry Township!

We’re pleased that you’ve chosen to make your home in Cranberry Township. As a Cranberry resident, you’ll find that you have become part of one of the most exciting, progressive, and successful communities anywhere in the mid-Atlantic region. This pocket guide provides a quick reference to some of the essential services, resources, and local regulations designed to help you feel at home more quickly. You can find more detail on our web site at www.cranberrytownship.org

Form of Government. Cranberry Township was formed by Butler County in 1804. It is organized as a Township of the Second Class under the Second Class Township Code of Pennsylvania and governed by a five-member Board of Supervisors. Supervisors are elected at-large for six-year terms. The Board of Supervisors is the Township’s policy-making body, operating under the council-manager format with an appointed professional manager implementing that policy and supervising the technical and professional staff.

Public Services. The Township’s primary municipal services include public safety, parks and recreation, road and property maintenance, water service, sewage treatment, and waste collection. Many public services are provided in cooperation with independent and voluntary organizations such as the Cranberry Public Library and the Cranberry Township Volunteer Fire Company, as well as with local athletic associations, civic organizations, and commercial contractors. A number of appointed boards, commissions and councils of local residents also play an integral role in Township governance.

Finding Help. Some important services, including education, transit, and environmental protection are provided either by private organizations or by units of government that extend beyond the

Township’s jurisdiction. You can find the contact information for many of these agencies in this pocket guide. But the foundation of community life in Cranberry is built upon families, individuals, and neighbors who assume primary responsibility for themselves and their property. Enterprise, collaboration, and self-reliance are important civic values in Cranberry Township and we will be happy to support you in those efforts.

Neighborhood Rules. Most of the guidelines cited in this pamphlet were enacted by the Township; others originated with state, county, or even federal authorities. However, many neighborhoods in Cranberry also have covenants which apply uniquely to residents of that particular housing plan. They can include restrictions and requirements involving such matters as exterior lighting, recreational vehicle storage, above-ground swimming pools, and landscaping. Check with your neighborhood homeowners association to see whether there are covenants which apply to you.





KELLER WILLIAMS
REALTY

THE EMICK TEAM

Bret Emick
Realtor®
724-822-2070

Christine Emick
Realtor®
412-389-9430



CRANBERRY
• TOWNSHIP •

Cranberry Township Municipal Center
2525 Rochester Road, Suite 400
Cranberry Township, PA 16066

724-776-4806
www.cranberrytownship.org

THE EMICK TEAM

KELLER WILLIAMS REALTY
11269 Perry Highway, Suite 300
Wexford, PA 15090
724-933-8590

bret_a_emick@yahoo.com
cemick@kw.com
www.emickteam.com

  
Each Office Independently Owned and Operated



Local Contact Information

MUNICIPAL EXECUTIVE OFFICES

Jerry A. Andree
Township Manager/Secretary724-776-4806 x1103

Bettelou Bertoncello
Assistant Manager, Administration724-776-4806 x1109

Duane McKee
Assistant Manager, Operations724-776-4806 x1121

John K. Trant Jr.
Chief Strategic Planning Officer724-776-4806 x1114

Customer Service724-776-4806

Public Works724-776-4806 x1500

Parks & Recreation724-776-4806 x1129

Finance724-776-4806 x1110

Planning & Community Development724-776-4806 x1104

Water/Sewer Accounts724-776-4806 x1111

Engineering & Traffic724-776-4806 x1134

Human Resources724-776-4806 x1179

BOARD OF SUPERVISORS

John MiliusJohn.Milius@cranberrytownship.org

David RootDave.Root@cranberrytownship.org

Richard HadleyRichard.Hadley@cranberrytownship.org

John SkorupanJohn.Skorupan@cranberrytownship.org

Bruce MazzoniBruce.Mazzoni@cranberrytownship.org

IMPORTANT PHONE CONTACTS

Educational Institutions

Seneca Valley School District724-452-6040

 Haine Elementary724-776-1581

 Haine Middle724-776-1325

 Rowan Elementary724-776-1518

The Regional Learning Alliance724-741-1000

The Art Institute of Pittsburgh1-800-275-2470

Butler County Community College724-772-5520

Carlow University724-741-1028

Community College of Allegheny County412-369-3600

DeVry University724-741-1039

Geneva College724-846-5100

La Roche College412-847-1811

Penn State University724-741-1033

Pittsburgh Technical Institute1-800-784-9675

Robert Morris University1-800-762-0097

Slippery Rock University724-741-1000

Strayer University724-741-1003

Triangle Tech412-359-1000

Health & Social Services

American Red Cross724-283-2810

Poison Control Center1-800-222-1222

Children & Youth Service724-284-5156

Butler Agency on Aging1-888-367-2434

Cultural, Historic Resources

Cranberry Historical Society724-776-1796

Arts Council724-776-8334

Athletic Associations

CTAA - Softball/Baseball/T-Ballwww.ctaaonline.com

SVSA - Soccerwww.svasoccer.org

SVJFAC - Junior Footballwww.svjrfootball.org

SVLAX Associationwww.svlacrosse.org

Transportation Services

Cranberry Taxi Service724-776-3050

Butler Area Rural Transit724-282-6060

Port Authority Transit412-442-2000

LOCAL SERVICES

All police, fire and ambulance service requests911

Cranberry Waterpark pool (summer)724-776-4806 x1575

Cranberry Highlands Golf Course724-776-7372

Cranberry Public Library724-776-9100

Sewer & Water Customer Service724-776-4806

P. J. Lynd, *Property tax collector*724-776-1103

Berkheimer Associates, *Earned income tax collector* .724-453-5060

Voter registration724-284-5308

PUBLIC SAFETY

Police service and all emergencies911

Police administration724-776-5180

Fire administration724-776-1196

EMS administration724-776-4480

UTILITIES

Natural Gas

Columbia Gas1-888-460-4332

Dominion/Peoples Gas412-244-2626

Equitable Gas1-800-654-6335

Electricity

Penn Power1-800-720-3600

Residential telephone and cable services

North Pittsburgh724-443-9535

Embarq (formerly part of Sprint)1-800-829-8009

Verizon1-800-640-4155

Armstrong Cable724-776-4200

Garbage pickup

Collection Connection™724-COLLECT

or go to “Waste Collection” link on Township home page.

BUSINESS, CIVIC ORGANIZATIONS

Better Business Bureau412-456-2700

Chamber of Commerce724-776-4949

Volunteer Opportunities

Go to “Volunteer Opportunities” link on Township home page.

Voter Information

Cranberry has 6 districts & polling places. Go to “Voting and Elections” link on Township home page.

ELECTED REPRESENTATIVES

U.S. Senate Arlen Specter (R)412-644-3400

Robert Casey, Jr. (D)412-803-7370

U.S. House Jason Altmire (D) District 4724-378-0928

State Senate Jane Orie (R) District 40724-776-3500

State House Daryl Metcalfe (R) District 12724-772-3110

REALTOR

Bret A. Emick, Keller Williams Realty

cell 724-822-2070
direct 724-933-8590
office 724-933-8500





VISIT
www.cranberrytownship.org

FOR THE TOWNSHIP'S MOST CURRENT NEWS AND INFORMATION

SUMMARY

Key Township Services and Regulations AFFECTING RESIDENTS



	ISSUE	SUMMARY	FOR MORE INFO
 <i>Home Improvements</i>	Fences	Cranberry has no general regulations for residential fences, except for those around swimming pools. However, no fences may be placed in the Rights-of-Way that parallel public streets or where they would obstruct drivers’ vision at corners.	Community Development 724-776-4806 x1104 or go to “Community Development” link on Township home page. www.cranberrytownship.org/codes/building.html
	Decks & Porches	Permits (either building and/or zoning) are required before building decks or porches. See the residential building permit package to find which one applies to your project. Draw the proposed structure on your lot survey or plan, including drawings that show material sizes, attachments, and footings.	
	Outbuildings	Permits (either building and/or zoning) are required to build or to place a prefabricated shed, garage or other freestanding structure. See the residential building permit package to find which one applies to your project. Draw the proposed structure on your lot survey or plan. Include material sizes, building attachments, and footings.	
	Pools & Spas	In-ground and above-ground pool construction requires a permit showing it meets Township standards regarding setbacks, fences, gates, decking, wiring, and grading.	
	Exterior Lighting	Post lamps, walkway lights, seasonal decorative lights and accent lighting are not regulated.	
	Interior Construction	Permits are required whenever new walls, doors, windows, bedrooms, or hallways are created.	
	Cosmetic Improvements	Maintenance activities such as replacement siding, painting, roofing, and landscaping require no permit.	
	Plumbing, Electrical Work	Cranberry Township has adopted the ICC standards requiring new plumbing and electrical work to be done under the statewide Uniform Construction Code. A building permit may be required.	
	Occupancy Permits	No new home, store, office, or business can be occupied until it receives a Certificate of Occupancy documenting that it satisfies all safety and building requirements.	
	House Numbers	House numbers are assigned by the Township and must be clearly posted on both the mailbox and the house in large, easy-to-read numerals, meeting certain requirements.	
	Public Rights-of-Way	The Township owns the right-of-way to property 25 feet from the center line of most local roads, but it is the homeowner’s responsibility to maintain the property between the edge of the curb and the property line.	
	Signs	The Township has a number of restrictions on sign type, size, design, placement, duration, and more.	Zoning Ordinance Chapter 27, Article VI
	Excavation & Trenching	State law requires contacting PA One Call at least three working days before digging begins to locate underground utilities.	Dial 811 PA ONE CALL
 <i>Animal Control</i>	Dog Licenses	Annual Butler County licenses are required for dogs older than three months; licenses may be purchased at the Cranberry Public Library.	724-776-9100
	Leashing Dogs	Dogs must be under control of their owners; they are not permitted to run free, nor are they allowed in Township parks, except as posted.	
	Vaccinations	State law requires dogs to be vaccinated against rabies and for those vaccinations to be kept current.	
	Farm Animals	Cranberry Township does not regulate farm animals.	
	Hunting	Unless posted “no hunting” by the owner, you may hunt with a shotgun on any undeveloped land in Cranberry. Hunters must be at least 150 yards from any improvement or residence. Written permission from the property owner is required to hunt with a rifle. A valid hunting license is required. Pennsylvania Game Commission rules apply.	
	Rodent Control	Contact any private animal removal service. The Pennsylvania Game Commission will not respond to calls for rodent or pest control.	
	Mosquito Control	Butler County and the state DEP have an interest in mosquito control, particularly concerning the spread of disease. Contact the County office to arrange an initial mosquito inspection.	Pennsylvania DEP 814-332-6325 Butler County 724-284-5270
	Reporting Roadkill	Call Butler 911.	911
 <i>Ordinances</i>	Noise	Disturbing the peace with loud noises is prohibited at any time. Construction noise from development that disrupts public tranquility is prohibited between 9:00 p.m. and 7:00 a.m., Monday through Saturday, and all day Sunday.	911
	Peddling/Soliciting	Door-to-door sales persons and other transient retail businesses must secure permits from the Township.	Police Administration 724-776-5180
	Explosives	Storage, use, or manufacture of materials which could detonate by decomposition is prohibited.	Conditional Use Zoning Ordinance
	Firearms	Handguns must be registered with the state; a Butler County permit is required to carry a concealed weapon.	Butler County Sheriff’s Office 724-284-5245
	Open Junk Storage	Outdoor storage of junk such as old appliances, vehicles, and materials which could pose a potential hazard is prohibited.	Community Development 724-776-4806 x1104 or go to “Community Development” link on Township home page.
	Sidewalk Maintenance	Property owners are responsible for snow removal and maintenance of sidewalks along their properties.	
 <i>Local Taxes</i>	Earned Income Tax	Township residents are assessed a 1% tax on all earned income, regardless of where it is earned, half of which is a school tax.	Berkheimer Associates 724-453-5060 http://www.hab-inc.com/
	Business Privilege / Mercantile Tax	All businesses operating in the Township, including home-based businesses, are assessed a 1 mill (0.1%) tax on their gross income.	
	Local Services Tax	\$30 per year is withheld by your employer if you work in Cranberry. Rates are subject to periodic revision by PA legislative action.	
	Real Estate Tax	Private property is jointly taxed by Butler County, Seneca Valley School District, and Cranberry Township on the basis of Butler County’s property value assessment.	P.J. Lynd, Tax Collector 724-776-1103
	Real Estate Transfer Tax	One percent of the selling price collected at closing (.5% to SVSD, .5% to Township)	Collected at closing by Butler County Recorder of Deeds 724-285-9099

ISSUE		SUMMARY	FOR MORE INFO
<div>  <div>Fire Safety</div> </div>	Smoke Detectors	All new construction and home additions must be equipped with hard-wired, interconnected smoke detectors on each level and in every bedroom.	Community Development 724-776-4806 x1104 or go to “Community Development” link on Township home page.
	Alarm Systems	No permits are required for home fire/burglar alarm systems monitored by commercial security services. Fines for repeated false alarms begin at \$75.	
	Wood/Coal/Kerosene Burners	Permits are required only if burner installation involves structural change to the home; freestanding units are not regulated.	
	Open Burning	Supervised residential campfires do not require Township approval, although some restrictions apply. All other open burning is prohibited.	
	Fire Extinguishers	Fire extinguishers are not required in single-family homes.	
	Hazardous Materials	Explosive, corrosive, toxic, reactive, flammable and other hazardous materials for household use must be stored in a safe and secure manner.	
	Fireworks	Only small sparklers, snap caps, and party poppers are permitted. Fireworks, rockets, cherry bombs, etc. are prohibited.	State law
<div>  <div>Municipal Services</div> </div>	Public Parks	Cranberry’s public parks feature a variety of amenities and athletic facilities. Park hours generally follow daylight hours. No pets allowed except as posted.	Parks & Recreation 724-776-4806 x1129 or go to “Parks & Recreation” link on Township home page.
	Recreational Programs	Cranberry’s Parks & Recreation Department offers hundreds of programs for all ages throughout the year. Fees vary.	
	Reserving Shelters, Field Reservations	Reservations for activity rooms, picnic shelters, courts and playing fields must be made by calling the Township’s Parks and Recreation office.	
	Golf	Cranberry Highlands, an 18-hole golf course owned by the Township, is operated throughout the year, weather permitting. Fees and rules are posted on its Web site.	724-776-7372 www.cranberryhighlands.com
	Library	Cranberry Public Library’s holdings include books, recordings, periodicals, and public access computers.	724-776-9100 www.bcflls.org/cranberry
	Police, Fire Emergencies	In addition to the Township’s Police Department, emergency services dispatched from Butler 911 are provided by the Cranberry Township Volunteer Fire Department and the Cranberry Volunteer Ambulance Corps.	911
	Non-emergency Services	Cranberry’s public safety agencies provide such non-emergency services as crime prevention, fire safety education, and transportation for bedridden patients.	Police 724-776-5180 Fire 724-776-1196 EMS 724-779-6889
	Ambulance Transport	Subscribers to the Cranberry Voluntary Ambulance Corps can use its transport services at a discount.	724-779-6889
	Road Maintenance	Cranberry is responsible for maintaining over 110 miles of local roads. Private roads, state roads, and federal highways are the responsibility of their respective owners.	Public Works 724-776-4806 x1500 or go to “Road Maintenance” link on Township home page.
	Salting, Snow Removal	Arterial roads are the Township’s top priority for snow plowing and salting. Housing developments, especially those with steep roads, are second. Cul-de-sacs are third priority.	
	Stormwater Drainage	Maintaining stormwater drainage facilities including pipes, culverts, swales and retention ponds is the responsibility of their owners. Cranberry is responsible for those which cross Township roads and properties.	
	Sanitary Sewer & Water	Cranberry Township owns and operates the local public water distribution and waste water treatment systems. Essentially all new homes, and most existing houses, are connected to these systems.	Customer Service 724-776-4806
	Public Records	Cranberry maintains public records of official meetings, building permits, site plans, finances, and more. To see a particular document, check our Web site or ask at the Customer Service desk.	Right-to-Know Law, Resolution #02-96
<div>  <div>Traffic & Transportation</div> </div>	Abandoned Vehicles	Abandoned or junked vehicles on private property which pose a threat to public health, safety and welfare are prohibited.	Property Code Part 2, Code of Ordinances
	On-Street Parking	Parking is prohibited on neighborhood streets, as posted. Call the Police Department to request a waiver for planned events.	911
	Boat, RV Storage	There are no Township restrictions against boat or RV storage on private property. Some neighborhoods have their own rules.	
	Bicycles, Boards, Blades	Bicycles on roadways must travel in the same direction as motorized traffic. No bicycles are permitted on Interstate highways. Cyclists under 12 must wear helmets. Permission from the owner is required for skating on private property. No skating is permitted on business district sidewalks. On residential sidewalks, yield to pedestrians.	
	Public Transit	Limited fixed-route and on-demand transit service is available linking Cranberry to various Allegheny and Butler County destinations.	Port Authority 412-442-2000 Butler Area Rural Transit 724-282-6060
	Walkways	Pedestrians have the right-of-way over motorized traffic at designated and signalized pedestrian crossings in the Township.	
<div>  <div>Waste Disposal</div> </div>	Garbage Pickup	Cranberry Township provides household waste collection for the entire community through a private contractor. Some exemptions apply.	Collection Connection™ 724-COLLECT (724-265-5328) or go to “Waste Collection” link on Township home page.
	Recycling	Cranberry Township’s Collection Connection™ program includes an extensive list of metal, plastic, glass, and paper items eligible for recycling.	
	Leaf, Yard Waste & Christmas Tree Collection	Yard waste is collected as part of the basic service from April through November. A two-week special Christmas tree collection is held in January.	
	Large Item Disposal	Items that cannot fit into a garbage cart may be disposed of using prepaid tags. Tag prices vary with item size and volume. Check our Web site.	
	Major Appliances	Major appliances are picked up through the Collection Connection program using \$10 prepaid tags. Freon and other refrigerants must first be removed by a certified technician. Call at least one full business day ahead for pickup.	
	Construction Debris	Non-harmful construction debris may be disposed of at an approved landfill. Construction/ demolition debris is not eligible for collection under the Township’s household waste program.	
	Hazardous Household Waste	Hazardous household wastes aren’t eligible for collection as ordinary household waste. Butler County sponsors a special hazardous waste collection each year. Check the Township’s Web site for dates / locations.	
	Dumping into Sewers and Streams	Dumping is prohibited by state law.	