



City of Williamsport

245 West 4th Street · Williamsport, PA 17701
(570) 327-7500

Bureau of Codes

(570) 327-7517

Mulch Site User Permit Application

Date: _____

Application Information

Mulch Site User Fee: \$700 per calendar year

Mulch Site Rules:

- Accepted materials include Leaves, Shrubbery & Tree Trimmings, Garden Residues, Tree Limbs max 12" in diameter, Christmas Trees, Loose Material Only.
- Only materials generated & collected within the legal limits of the City Of Williamsport are accepted, required to show proof of origin.
- No Plastic Bags, Pressure Treated Materials, Construction Debris, Pallets, Lumber, RR Ties, Grass Clippings, Tree Stumps, Dirt.
- Additional rules as posted at the site.
- To do work in the City of Williamsport you must be registered with the Attorney General's Office, Harrisburg, PA.

Permit Information

Name of Company:

Applicant First Name:

Applicant Last Name:

Address:

City:

State:

Zip:

Phone:

Email:

Compliance Information

I have read the above Mulch Site Rules and clearly understand and agree to abide by the rules. Any violation of the rules may be subject to fines of up to \$1,000 per [City Ordinance 1151.99](#) and or forfeit the right to use the Facility.

Applicant Signature:

Official Use Only

Approved by:

Approval Date:

Fees Due: \$700.00

Paid

Method of Payment:

Check

Money Order

Fees processed by:

Organic Mulch Recycling Site Mulch Site Rules

- **Permitted Facility Users:** Only materials generated from a property within the legal limits of the City of Williamsport by a resident.
- **Materials Accepted:** Leaves, Shrubbery and Tree Trimmings, Garden Residues and Tree Limbs up to 12" in diameter, Christmas Trees.
- **Unaccepted Materials:** Plastic, Pressure Treated Materials, Construction Debris, Pallets, Lumber, RR Ties, Grass Clippings, Tree Stumps, Dirt.
- **Contractors, Landscapers, Ed. Institutions, Hospitals:** must obtain a User Permit from the Williamsport Bureau of Codes, only materials generated and collected within the legal limits of City of Williamsport are accepted, must provide proof of origin.
- **Violation of Rules:** Any violation of the above rules will be subject to fines of up to \$1,000 per City Ordinance [1151.99](#) and or forfeit the right to use the Facility.
- **Ground Mulch:** Available Free to Everyone.

Hours of Operation

Monday - Friday	7:30am – 6:30pm
Saturdays	7:30am – 3:00pm
Sundays & Legal Holidays	Closed

Winter Hours (Jan/Feb/Mar)

Monday - Friday	7:30am – 3:00pm
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Request Quotation as follows:

- Size – approximately 4' wide x 6' high, one sided
- Color – white background, black lettering, highlighted words should be?
- Sign Material - ?
- Installation – by owner

Quotation should be provided to the City of Williamsport (dirstreetsparks@cityofwilliamsport.org)