

PLANNING AND COMMUNITY DEVELOPMENT

Commissioners:
Scott L. Metzger, Chairman
Marc C. Sortman, Vice Chairman
Mark Mussina, Secretary

Location:
3rd Street Plaza - 3rd Floor
33 West Third Street
Williamsport Pennsylvania 17701



"Building Partnerships"

Jenny Picciano, AICP, Director

Voice: (570) 320-2130
Fax: (570) 320-2135
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Mailing Address:
48 West Third Street
Williamsport Pennsylvania 17701

Susquehanna River Walk and Timber Trail Usage Procedures

Does your organization want to host a charity walk or run on the Susquehanna River Walk or Timber Trail? If so, there are certain procedures that must be followed.

- The County of Lycoming requires organizations who would like to use the Susquehanna River Walk and Timber Trail for a special event to fill out the attached form and return it to:

Emily Mrochko, Transportation Planner
48 West Third Street
Williamsport, PA 17701

Forms must be submitted **at least 30 days prior** to the scheduled event.

- The organization(s) hosting the event on the Susquehanna River Walk must have liability insurance for the event.
- The organization(s) hosting the event must provide the County of Lycoming with a copy of the Certificate of Liability Insurance, and list the County of Lycoming as additional insured.
- The event routes must not conflict with other planned/scheduled events.
- The organization hosting the event is responsible for making contact with local emergency responders (fire and police) to coordinate their event. Some events may warrant an on-site ambulance, and police may be required for road closures.
 - City of Williamsport Bureau of Police: 570-327-7560
 - City of Williamsport Bureau of Fire: 570-327-1602
 - Borough of South Williamsport Bureau of Police: 570-327-8152
 - Borough of South Williamsport Bureau of Fire: 570-326-4167
 - County of Lycoming Department of Public Safety: 570-329-4061
- In some cases, special permits are required. The organization must work with the City of Williamsport and Borough of South Williamsport on getting the proper permits.
 - City of Williamsport: 570-327- 7504
 - City of Williamsport Bureau of Codes: 570-327-7518
 - Borough of South Williamsport: 570-322-0158
 - Borough of South Williamsport Codes / Permit Department: 570-547-0488
- No vendors are allowed on the Susquehanna River Walk and Timber Trail.

Susquehanna River Walk and Timber Trail Usage Form

Organization Name: _____

Organization Address: _____

Organization Phone Number: _____ Fax Number: _____

Contact Person: _____

Name of Event: _____

Date of Event: _____ Time of Event: _____

Description of Event: _____

Approximate Number of Attendees: _____

Special Requests: _____

If you have questions, please contact Emily Mrochko, Transportation Planner at
570-320-2141 or EEMrochko@lyco.org.