

Public Works Department

located at the end of Brick Street in Gloucester City – 456-0781
open Monday thru Friday 6:30 am to 3:30 pm (7:30am to 3:30pm)
Yard also open the 1st Saturday of each month from 9 am – 1 pm
for drop off of trash, debris and selected recyclables items.

The Public Works Department handles:

- Public Building and Grounds Maintenance
- Road, Curbs, and Aprons
- Park Maintenance
- Street Signs and Traffic Lights
- Trash and Recycling Collection
- Tree Trimming (on City owned property only), Grass Cutting, Leaf Collection & Snow Removal

Residents/homeowners are responsible for all curbs, sidewalks and driveway aprons. If you are doing any new or replacement work, it is the responsibility of the homeowner and/or contractor to obtain a permit for this work. All work will be inspected by the Department of Public Works. Applications are available in the City Clerk's Office at 512 Monmouth Street.

Trash & Recycling Collection Dates

	Trash	Recycling
West Section - areas west of the railroad tracks to the river	Monday pickup	Wednesday pickup
East Section - areas east of the railroad tracks to the Mt. Ephraim and Haddon Township borders	Tuesday pickup	Thursday pickup

Holidays that will affect the trash/recycling collection schedule are as follows:

New Year's Day
Labor Day

Memorial Day
Thanksgiving Day

4th of July
Christmas Day

All trash/recycling collections will be done one day later than scheduled after these holidays.

Trash Guidelines

Trash Items	Pickup Information	Guidelines
Appliances and metal items	Special Pickup - Call 456-0781 to schedule a special Friday pickup.	Items should be placed curbside before 7:00 am on Friday morning
Branches and brush	Special Pickup - Call 456-0781 to schedule	Must be cut into 4' lengths and

	a special Wednesday pickup.	securely tied in bundles weighing less than 50 lbs. Small brush should be placed in containers not exceeding 50 lbs.
Carpet	Regular Trash Pickup	Must be cut and tied in 4' bundles not exceeding 50 lbs each.
Concrete, bricks and blocks	NO Pickup - drop off at PW Dept. only	Can be brought to the Public Works yard Monday to Friday from 8 am to 3 pm and the 1 st Saturday of each month from 9 am to 1 pm. You must stop in the main office and show proof of residency before dropping items off.
Construction Waste/Demolition Debris	NO Pickup	Must be removed and disposed of by the contractor
Branches, Brush, Grass and Small Amounts of Leaves	Seasonal Pickup – These items will be picked up on Wednesday of each week. They should be placed at the curb by 6:00 am on Wednesday. It is no longer necessary to call to arrange a pickup for these items.	Branches must be cut into 4 foot lengths and placed in orderly, untangled piles. Small brush should be placed in containers not exceeding 50 lbs. Grass should be placed in open containers or untied plastic bags. If plastic bags are used, they cannot be taken with the collection and will be left behind. To avoid having these bags blowing around, please put them in a container. Do not

		mix with any non-vegetative items with any recyclables.
Hazardous Materials are paints, solvents, asbestos, medical waste, household chemicals, etc.	NO Pickup - call the Camden County Division of Environmental Affairs at (856) 858-5241 or the Gloucester City Department of Public Works for the county's scheduled drop off days.	These items are considered hazardous and cannot be picked up or disposed of locally.
Leaves	Seasonal Pick-up – between the first week in November until the 4 th week of December – schedule is posted in newspaper and on City website 1 week prior to Leaf Collection Program start date.	Place leaves on the planter strip between the sidewalk and curb for collection. Do not place leaves in the street since this creates a fire and safety hazard.
Motor oil and car batteries	NO Pickup – drop off at PW Dept. only	Can be brought to the Public Works yard Monday to Friday from 8 am to 3 pm and the 1 st Saturday of each month from 9 am to 1 pm. You must stop in the main office and show proof of residency before dropping items off.
Waste Wood or Railroad Ties	Regular Trash Pickup	Must be cut and tied in 4' bundles not exceeding 50 lbs. Nails must be removed or bent over to prevent injury to collection personnel.

Recycling Guidelines for Single Stream Recycling Items

Single Stream Recycling Items	How to prepare	YES - Can be recycled	NO - Cannot be recycled
Aluminum & Steel Food or Beverage Cans	<ul style="list-style-type: none"> ▪ Rinse thoroughly ▪ Not necessary to remove labels ▪ Flatten large steel cans if possible 	<ul style="list-style-type: none"> ▪ Rinsed food and beverage cans ▪ Cookie tins 	<ul style="list-style-type: none"> ▪ Pie pans ▪ Siding ▪ Gutters ▪ Paint cans ▪ Oil cans ▪ Aluminum foil ▪ Food trays
Cardboard	<ul style="list-style-type: none"> ▪ Bundle separately from all other papers ▪ Flatten and tie in no larger than 1' x 3' bundles 	<ul style="list-style-type: none"> ▪ Clean, corrugated cardboard cartons 	<ul style="list-style-type: none"> ▪ Soiled cardboard ▪ Plastic or wax coated ▪ Pizza boxes ▪ Food contaminated cardboard
Empty Aerosol Cans	<ul style="list-style-type: none"> ▪ Must be empty; if clogged put in trash ▪ Remove caps but leave nozzle intact 	<ul style="list-style-type: none"> ▪ Food aerosols ▪ Personal care products (ex/ hairspray, mousse, deodorant) ▪ Home clean products (ex/ Lysol or Pledge) 	<ul style="list-style-type: none"> ▪ Cans that are not empty ▪ Paint aerosols ▪ Pesticide or insecticide aerosols ▪ Lubricants ▪ Automotive aerosol products
Glass Bottles & Jars	<ul style="list-style-type: none"> ▪ Rinse clean ▪ Remove caps and lids ▪ Do not break glass ▪ Do not remove labels 	<ul style="list-style-type: none"> ▪ Rinsed glass bottles and jars only ▪ Clear, green and brown 	<ul style="list-style-type: none"> ▪ Ceramics ▪ Headlights ▪ Light bulbs ▪ Drinking glasses

		glass bottles and jars only	<ul style="list-style-type: none"> ▪ Beer bottles with attached ceramic tops ▪ Window glass ▪ TV tubes ▪ Plate glass ▪ Mirrors ▪ Pyrex
Paper	<ul style="list-style-type: none"> ▪ Place in brown paper bag or tie with string or twine ▪ Place in container not to exceed 50 lbs ▪ Never put papers in plastic bags even when it is raining. ▪ Never tie with wire or tape. 	<ul style="list-style-type: none"> ▪ Newspapers ▪ Magazines ▪ Brown paper bags ▪ Office/School Paper ▪ Clean gray-colored cardboard boxes (ex/ cereal boxes) 	<ul style="list-style-type: none"> ▪ Solid or food contaminated paper ▪ Junk mail which may include samples packed in aluminum foil or plastic ▪ Shredded paper ▪ Envelopes ▪ Hardback books
Single Stream Recycling Items	How to Prepare	YES – Can be Recycled	NO – Cannot be Recycled
Plastic bottles	<ul style="list-style-type: none"> ▪ Remove caps ▪ Rinse thoroughly ▪ Flatten soft bottles such as milk, soda and water 	<ul style="list-style-type: none"> ▪ Bottles with a #1 or #2 on bottom 	<ul style="list-style-type: none"> ▪ No #3, 4, 5, 6, and 7 symbol bottles ▪ Food containers (ex/ yogurt cups) ▪ Microwave trays ▪ Motor oil, antifreeze, pesticide or other hazardous material containers

- Trash and recyclable materials shall be placed as neatly as possible on the planter strip between the sidewalk and curb.
 - Containers or materials may not be placed in the roadway.
 - All trash and recyclable materials must be placed curbside by 6:00 am of the scheduled collection day.
 - Containers or materials may not be placed curbside earlier than 7:00 pm of the day prior to the scheduled collection day.
- Empty containers must be removed no later than 7:00 pm of the day of collection.
- Containers, bags or bundles should not exceed 50 lbs in weight.
 - Single Stream Recycling Items should be placed in the designated blue recycling containers.

These blue recycling containers are for **single stream recyclables** only. If you need another blue recycling container, please contact the Public Works Department office at 456-0781. The cost for these containers is \$12 and they can be purchased at the Public Works Department located on Brick Street.

- Recycling is mandatory in New Jersey, however it also makes sense both economically and environmentally. By doing our part by separating our recyclables from our trash, we save on disposal fees as well as, protect our environment. With your help, we can continue to improve our efforts to reach our recycling goals. Your cooperation and assistance are greatly appreciated.

During snow removal, the highway department **WILL NOT** come out to remove snow pushed back into private driveways or onto sidewalks. Our department's responsibility is to clear the streets from curb to curb during snow storms. Sometimes that process takes hours beyond the end of the snow fall. We ask that residents have their snow removal done **AFTER** we finish with the entire street removal process. Again we **WILL NOT** clear driveways and sidewalks. Your cooperation and assistance are greatly appreciated.

Alex Tedesco
Superintendent of Public Works