



CITY OF INDUSTRY

SOLD WASTE GENERATOR RECYCLING AND TRASH- (Form 104)

GENERATOR INFORMATION – REQUIRED BY ALL BUSINESSES

*Company Name: _____

*Site Address: _____ *City: City of Industry State: California

*Zip Code: _____

*Mailing Address: _____ *City: _____ *State: _____

*Zip Code: _____

*Primary Contact: _____ *Phone: _____

*Email: _____ *Title: _____

Secondary Contact: _____ Phone: _____

Email: _____ Title: _____

*** Required Information** *I opt-out of receiving City of Industry official information via email.*

Chapter 8.20 of the City of Industry Municipal Code requires that each business located in the City register as a solid waste generator (trash/rubbish/refuse) and choose between the three options below (A, B, or C) for the collection of recyclable materials generated on site.

PREFERRED OPTION FOR MANAGING RECYCLABLES

- A) Solid Waste Option** – Your business (the generator) chooses to include the recyclable materials with the solid waste and have it handled by Valley Vista Services. Valley Vista will separate, recycle, and prepare the required reports.
- B) Self-Haul Option** – Your business (the generator) chooses to obtain a self-haul permit and assume full responsibility for placing the recyclable materials in the approved bins, hauling the materials, and preparing the required monthly reports. Self-haulers must obtain a Self-Haul Permit from the City and haul the recyclable materials to a registered recycling facility. (See reverse for the requirements and City’s Ordinance regarding the Self-Haul Option).
- C) Recyclable Collector Option** – Your business (the generator) chooses to contract with one of the City’s permitted collectors to recycle the material(s) per the requirements of Chapter 8.20 of the Industry Municipal Code. You may find a list of permitted recyclers on the City’s website or by using the following link: (<http://www.cityofindustry.org/city-hall/departments/development-services/environmental-programs-services>)

If you checked boxes **B** or **C** above, please answer the questions below:

1. Does your location have an existing “Commercial Recycling Program” serviced by a collector? Yes No

If yes, provide the collector’s name: _____

2. Does your location have an existing “Organics Recycling Program” serviced by a collector? Yes No

If yes, provide the collector’s name: _____

Name: _____ Title: _____

Signature: _____ Date: _____

A **Commercial Recycling Program** is a program whereby your business (the generator) will separate the recyclable material from the solid waste material and have each material type collected separately.

An **Organics Recycling Program** is a program whereby your business (the generator) will separate the organic waste material from the solid waste material and have each material type collected separately.

8.20.440 Self-hauler—Permit required.

Every *self-hauler* within the city shall secure a permit to create, accumulate, import or cause to be imported or transport salvage. Applications for *self-hauler* permits required under this chapter shall be filed with the city manager upon printed forms to be prescribed and supplied by the city manager. Within thirty days after receipt of all information requested of an applicant, the city manager shall either grant or deny the *self-hauler* permit and shall immediately notify the applicant by first class mail of the action taken. The permit shall provide for the payment of fees to the city in an amount established from time to time by the city manager. (Ord. 686 § 1, 2002)

8.20.450 Reporting requirements.

Each salvage collector, salvage generator or *self-hauler* operating under the provisions of this code shall be required at the discretion of the city to submit monthly, quarterly and annual reports containing information relative to its salvaging activities including collection tonnage of salvage or recyclable solid waste collected within the city limits and other information as may be reasonably required by the city to determine the effectiveness of services provided, effectiveness of city and/or salvage collector, salvage generator or *self-hauler* sponsored programs for compliance with the act, as well as current collection tonnages within the city. Such records shall be submitted in a format approved by the city with the affixed signature of a duly authorized representative of the salvage collector, salvage generator or *self-hauler*. Such reports shall be submitted to the city pursuant to a schedule established by the city manager. Notwithstanding the foregoing, each salvage collector, salvage generator or *self-hauler* shall submit, on or before the twenty-eighth day of each month, a monthly weight report prepared on a form approved by the city which shall enable the city to determine the volume of salvage for the preceding month.

Each salvage collector, salvage generator or *self-hauler* shall maintain all records relating to the services provided for in this chapter for twenty-five months from the date upon which such services are provided. The city shall have the right, upon reasonable advanced notice, to inspect and/or audit records which may be relevant to the operations within the city or relating to the imposition of any fees which be imposed by the city. Such records shall be made available to the city at the regular place of business of the salvage collector, salvage generator or *self-hauler*. Should an inspection or audit of a salvage collector, salvage generator or *self-hauler* result in the obtaining of proprietary information between the salvage collector, salvage generator or *self-hauler* and the city, any exchange of information between the city and the salvage collector, salvage generator or *self-hauler* shall be considered to be proprietary between the city and the salvage collector, salvage generator or *self-hauler* and of the utmost confidential nature to the extent allowable by law. (Ord. 686 § 1, 2002)

8.20.520 Cost recovery special fund.

The salvage collector and *self-hauler* shall be required to pay a fee for purposes of establishing a “cost recovery special fund” pursuant to the act in an amount to be established from time to time by the city manager. Funds deposited into the cost recovery special fund shall be used and applied to pay for costs associated with the preparation, adoption, and implementation of the city’s source reduction and recycling element. Any and all such fees shall be paid monthly concurrently with the regular submission of the monthly weight report. (Ord. 686 § 1, 2002)

8.20.480 Salvaging permit—Revocation.

A permit issued pursuant to this chapter may be revoked or suspended for cause. For purposes of this chapter, cause shall include the following grounds:

- A. Fraud or deceit in obtaining a permit;
- B. Failure of a permittee to correct a violation within the time prescribed in a notice of violation;
- C. Willful violation of any provision of this chapter, of a condition or limitation of a permit, or of any lawful order of the city manager.

Should a salvage collector, salvage generator or *self-hauler* (“permittee”) be found to be in noncompliance with the provisions of its permit, and the city manager or the city manager’s designee should determine that there is sufficient reason to authorize the suspension or revocation of a such permit, then such permit shall be revoked or suspended by the city manager or the city manager’s designee by issuing a written order to the permittee clearly stating the reasons for such suspension or revocation. Unless the permittee supplies sufficient verification as to the correction of the deficiency stated, to the city. within fifteen days of the written order, then, after fifteen days from the date of the written order, the permit may be revoked or suspended by the city. All notices and orders issued pursuant to this section shall be mailed by certified mail, return receipt requested. (Ord. 686 § 1, 2002)

You may find the permit application forms on the City’s website at:

<http://www.cityofindustry.org/city-hall/departments/development-services/environmental-programs-services>