

**§ 20-322. Multi-Family/Rental Housing/Condominium Recycling Program. [Res. 18-1990, 10/17/1990, 52; as amended by Res 15-1991, 9/4/1991; and by Res. 12-1995, 12/20/1995]**

1. Purpose. To identify requirements and responsibilities that apply to development, implementing, and maintaining a multi-family rental housing property and condominium recycling program.
2. Effective Date. September 26, 1991.
3. Contents of Recycling Program.
  - A. Designation of Recycling Coordinator. Owners, landlords, or agents of all organizations subject to these regulations shall appoint a coordinator to develop, implement, and monitor a recycling program.
  - B. Separation of Recyclable Materials.
    - (1) Items to be recycled by residents.
      - (a) Clear glass;
      - (b) Colored glass; green and brown;
      - (c) Aluminum cans;
      - (d) Steel and bi-metal cans;
      - (e) Plastic; bottles and jugs marked f1 and i2; and,
      - (f) Leaf waste.
      - (g) Aerosol cans - steel, aluminum or bimetal cans containing a substance packed under pressure to create a spray or foam.
      - (h) Residential mixed paper:
        - (i) Newspaper/Books. Newspaper (black and white, colored), magazines, phone books, soft covered books, pocket novels, all groundwood paper).
        - (ii) Office Paper. Office paper (white and colored), computer print out, accounting ledger, loose leaf pages, letterhead stationery, NCR (no carbon required) tabulating and time cards, interoffice memoranda, copy and typing paper, fax and telex sheets, scratch pads.

- (iii) Junk Mail. Envelopes: brown, brown kraft, goldenrod and windowed, advertisements, billing inserts, booklets.
  - (iv) Other Paper. Greeting cards, legal pads, copy paper wrappers, manuals with guided binding, brown file folders, posters and bulletins, spiral notebooks, file folders, pamphlets, blueprints. Cardboard and chipboard (may be added at mutual consent of Township, hauling contractor and recycling center).
- (2) Items to be recycled by owners/landlords/or agents.
- (a) Hi-grade office paper;
  - (b) Corrugated paper;
  - (c) Aluminum cans; and,
  - (d) Leaf waste.
  - (e) Aerosol cans - steel, aluminum or bimetal cans containing a substance packed under pressure to create a spray or foam.
  - (f) Residential mixed paper:
    - (i) Newspaper/Books. Newspaper (black and white, colored), magazines, phone books, soft covered books, pocket novels, all groundwood paper).
    - (ii) Office Paper. Office paper (white and colored), computer print out, accounting ledger, loose leaf pages, letterhead stationery, NCR (no carbon required) tabulating and time cards, interoffice memoranda, copy and typing paper, fax and telex sheets, scratch pads.
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mutual consent of Township, hauling contractor and recycling center).

C. Collection and Storage Systems.

- (1) Owners, landlords or their agents shall place collection receptacles of sufficient size for recycling materials in easily accessible locations, such as storage areas or areas where regular municipal waste is collected.
- (2) Recyclable materials should be stored in accordance with State fire code regulations and local ordinances until collection.
- (3) Recyclable materials shall be collected at least once a month.
- (4) Owners, landlords or their agents who comply with the requirements of this Section are not liable for the non-compliance of the occupants of their buildings.

D. Provisions for Recycling of Collected Materials. Owners, landlords or their agents shall provide for the collection, transportation, processing and marketing of recyclable materials by one of the following methods:

- (1) Undertaking the collection, transportation, processing and marketing of materials themselves; or,
- (2) Entering into contracts with other persons for collection, transportation, processing and marketing of materials.

E. Method of Reporting.

- (1) Owners, landlords or their agents shall submit an annual report to the Township Secretary's office. This report shall describe the type and weight of materials that were recycled in the preceding calendar year. The report is due no later than January 15 of each year.
- (2) In lieu of submitting the required annual report the Township will accept a report filed on behalf of the owner landlord or their agent which is prepared by the commercially approved hauler collecting recyclable material from such establishments.
- (3) The report provided by the hauler shall:

- (a) Certify that the organized is in fact separating recyclable materials from its regular municipal waste.
- (b) Document the amount of waste generated per year, as well as the types and weight of materials that were recycled in the previous year.
- (c) In cases where recyclables from several establishments are collected in the same vehicle, an individual establishment's contribution to the load may be apportioned based upon representative sample of its source-separated materials. Only the weight of the recyclable marketed can be credited to an establishment.

F. Educational Program.

- (1) Owners, landlords or their agents must inform all employees and residents of the recycling program. The educational program must include at a minimum, written instructions stating the materials that are to be recycled, how the materials are to be prepared and how to use the collection system.
- (2) Employees should be informed of the requirements of the recycling program through a meeting at the beginning of their employment and once during each calendar year.
- (3) Signs should be prominently displayed stating the requirements of the recycling program.
- (4) Receptacles should be clearly marked with the recycling symbol and the type of material that is to be placed in the receptacle.

G. Enforcement and Administration.

- (1) Persons, firms or corporations who violate these regulations shall be subject to the enforcement procedures established in Chapter 20, Part 3, § 310 of the Richland Codified Code of Ordinances, with the exception that;
- (2) Any owner, landlord or agent who complies with these requirements can not be held liable for the non-compliance of the occupants of their buildings.