

Keep Charlotte Beautiful
Community Clean Up Procedures
“Partners for a Clean Charlotte Sub Committee”

Passed - 3-15-07 Revised 8-15-09

The Keep Charlotte Beautiful (KCB) Partners for a Clean Charlotte Sub Committee (hereinafter known as PCC Sub Committee) can provide the Community with technical assistance for the Clean Up Event. They can assist in securing containers (roll-off boxes) for an event. A Tip Fee Waiver form (Attachment No. 1) will be filled out to request waiver of landfill fees and submitted to the Charlotte County Environmental & Extension Services Department, Solid Waste Management Division two months prior to the event.

For more information call:

KCB Partners for a Clean Charlotte Sub Committee (KCB) at 764.4390

Environmental & Services, Solid Waste Resource Division at 764.4360

west county call 697.4000 Extension 4360, Fax: 764.4399

Waste Management, Inc. at 629.1106 or west county at 877-567-2974, Fax: 624.3394

The outline below has been developed to ensure a successful clean up event based on the County's past experience.

The community/civic association or neighborhood is required to do the following:

1. Community Leader – Identify contact person for PCC Sub Committee. (Usually signs the Tip Fee Waiver.) Community leader will be supplied with names and phone numbers of the PCC Sub Committee member who they will be interacting with before the clean up.
2. The Community Leader or representative shall attend three (3) meetings of the committee to ensure that resources such as containers and collection trucks are available and to avoid conflicting scheduling with other community clean up events the following criteria has been identified:
 - a. 1st meeting – 6 mos to 1 yr. prior to the desired clean up date to determine the date of the clean up and to set up a waste audit and site locations with the PCC sub committee and/or Waste Management (WM)
 - b. 2nd meeting - prior to the cleanup
 - c. 3rd meeting – after cleanup to critique the process
3. The Community Leader must arrange for volunteers to assist with pick up and staging area and supply PCC sub committee with the names and phone numbers of volunteers. Please note that community cleanup events are limited to materials that can be collected and delivered to the staging area (location of containers) by the community's volunteers, and placed into collection containers and excludes hazardous materials and tires.
4. The Community Leader is to schedule a presentation for their home owners' association/neighborhood meeting with a member of the PCC Sub Committee on "Community Clean Up Procedures". This presentation should be two to three months prior to the clean up.
5. The community/neighborhood must identify the event date and staging area. The date and staging area must be suitable and accepted by PCC Sub Committee and WM. The

staging location must be appropriate to accommodate containers (approximately 10' X 20'), collection equipment and vehicle access for unloading. PCC Sub Committee and/or WM can help the community identify appropriate locations.

6. The community/neighborhood must propose the perimeter of the cleanup area (i.e. – major streets) and the major cleanup sites (i.e. – major streets) in that area. Based on the County's past experience it is best to limit the scope of the clean up to a manageable size.
7. Assistant Community Leader – Tracks the sign in sheet (Attachment No. 2 – Sign In Sheet) for number of vehicles that drop off and the names and addresses of community/civic association members and volunteers that participate. The Sign In Sheets will be given to a member of the PCC Sub Committee at the end of the clean up.
8. The community/neighborhood must request a waiver of the disposal fee (Attachment No. 1). The form must be submitted two months prior to the planned clean up event and forwarded to the County's Solid Waste Management Division.
9. Household Hazardous Waste (i.e. Paint, TV's, computers, pool chemicals, pesticides and etc.) and tires will NOT be accepted at any cleanups. These items can be taken to either County Mini-Transfer and Recycling Facility in Murdock or Englewood (Attachment No. 3).
10. Community Clean Up Flyer (Attachment No. 4) will be supplied by the County to inform the residents of the date, time and location of the cleanup. PCC Sub Committee can offer the community two options on how to distribute the flyers: 1.) Community members can canvas the neighborhood with flyers or 2.) Waste Management will insert the flyers into the recycling bins on the designated recycling day. The flyers should be distributed two (2) weeks in advance of the clean up.
11. Normal hours for the cleanup are from 8:00 am to 12:00 noon.
12. No rain dates.

Community Clean Up Event Separation Categories:

- 1) **MSW (Municipal Solid Waste):** Includes: trash, garbage, paper, insulation, gypsum board, sweepings, lumber, cabinets, swing sets, siding, pallets, bathroom fixtures, household items, concrete blocks, tile, shingles, scrap metals, bricks, glass, doors, windows, screens, bicycle tires, furniture, and push lawnmowers
- 2) **Yard Trash/Landscape Debris:** Includes: branches, shrubs, trimmings, grass clippings and palm fronds
- 3) **Appliances – White Goods:** Includes: Water heaters, stoves, washers, dryers, air conditioners, and freezers

If you intend to collect all the above - then plan to have a separate container for each category or separate delivery method in order to comply with regulatory prohibitions. Mixing these items voids the waiver and the material will not be accepted.

Prohibited:

Hazardous & Special Wastes will not be accepted and are prohibited from disposal in the landfill. This includes but is not limited to the following: liquids, paints, pesticides, motor oils, lead acid batteries, fluorescent bulbs, mercury, propane tanks, solvents, medical wastes, and other hazardous materials identified by the Florida Department of Environmental Protection. Boats and trailers are not accepted. Note: there are County programs that can assist with these items, but the Waiver program is not to be used for these hazardous and special waste materials.

Tires with or without rims will not be accepted and are prohibited. Note: Waste Management will pick up 2 tires a week, limit 6 tires per year or you can take tires to one of the County's Mini Recycling & Transfer Facilities.

Solid Waste Tipping Fee Waiver Request Form

This request for a waiver from the established tipping fees for depositing solid waste is allowed for by authority granted by the Charlotte County Commissioners on March 23, 1993, with the adoption of an official policy procedure for the waiving of solid waste tipping fees. The waiving of solid waste tipping fees is for organizations conducting a single event to benefit the public of Charlotte County. Each organization is allowed a waiver for no more than two (2) events per calendar year. This waiver will be granted only to those organizations whose project benefits the public at large.

The following information must be completely filled out and mailed to:
CHARLOTTE COUNTY MUNICIPAL SOLID WASTE MANAGEMENT
25550 HARBOR VIEW ROAD SUITE 2
PORT CHARLOTTE, FL 33980

ORGANIZATION NAME _____ REPRESENTATIVE or PRESIDENT _____

MAILING ADDRESS _____

CONTACT PERSON _____ CONTACT TELEPHONE NUMBER _____

DATE OF EVENT _____ NAME OF EVENT _____

TYPE OF WASTE TO BE GENERATED (BY CATEGORY): _____

HOW IS WASTE TO BE TRANSPORTED TO THE LANDFILL?

COMMERCIAL / PRIVATE HAULER: _____

VEHICLE IDENTIFICATION: _____

Justification for the event: (How will waiving tipping fees associated with the proposed event benefit the general public at large?)

The applicant by acceptance of a fee waiver, if approved, agrees to comply with all requirements of the tipping fee waiver policy adopted by the Board of County Commissioners including but not limited to the following; a) Limited to two (2) events per year, b) Limited to no more than five (5) tons of solid waste per event; c) Follow the County's separation regulations and recycling guidelines.

The Approved Waiver Form Must be Submitted to Scale Attendant when Waste is Delivered to the Landfill.

Applicant Representative's Signature

THE FOLLOWING TO BE FILLED OUT BY CHARLOTTE COUNTY OFFICIALS

Municipal Solid Waste Management Review

THIS APPLICATION HAS BEEN REVIEWED AND IS;

APPROVED

DENIED BY: _____ DATE: _____

County Administration Review

THIS APPLICATION HAS BEEN REVIEWED AND IS;

APPROVED

DENIED BY: _____ DATE: _____

Procedure

Waiving the Solid Waste Tipping Fee

The Requesting Organization Must:

1. Complete a SOLID WASTE TIPPING FEE WAIVER REQUEST FORM
2. Each Waiver Request Form must be completed in full.
3. If the waiver is denied, the organization may appeal to the County Administrator; Then, if denied, further appeal may be made to the Board of County Commissioners.
4. Organization must follow the County's Separation regulations and recycling guidelines. THE WAIVER WILL BE RESCINDED IF THESE GUIDELINES ARE NOT FOLLOWED UPON RECEIPT AT THE LANDFILL. See attachments, Landfill Prohibitions & Separation Requirements.
5. Organization is limited to a waiver of **no more than five (5) tons per event.**

The waiving of the Solid Waste Tipping Fees is for organizations conducting a single event to benefit the public of Charlotte County. Each organization is allowed a waiver for **no more than two (2) events per calendar year.**

The waiver will be granted only to those organizations whose project benefits the general public at large.

The County maintains the right to suspend this policy without notice anytime it determines such action to be in the best interest of the public. The County also may suspend this policy if a determination is made that waiving fees at a particular time could negatively impact the payment of any dept service associated with the Charlotte County Municipal Solid Waste Management's operations.

When approved, The Solid Waste Waiver Request Form will be distributed by the approving agency to the following:

Applicant (Organization) with Waste Separation Guidelines Sheet
County Administration Office
Finance Department
Municipal Solid Waste Management Office
Scale Attendant Building
County Transfer & Recycling Facilities
County's franchise hauler

OR
Community Cleanup Vehicle Drop Offs.

Time	People	TOTAL
8:00 am – 9:00 am		
9:00 am – 10:00 am		
10:00 am – 11:00 am		
11:00 am – 12:00 am		
	Total	

Solid Waste Brochure on line at

<http://www.CharlotteCountyFL.com/EnvironmentalServices/SolidWaste/pdf/WMBrochureEnglish.pdf>

Environmental and Extension Services

El Jobean Neighborhood Cleanup Day



SATURDAY November 18th, 2006

8:00 am UNTIL 12:00 noon

for your convenience, containers will be provided

FREE OF CHARGE

@ Kerrigan Circle

(at the El Jobean Community Park)

look for the roll off boxes

- **NO HAZARDOUS WASTE MATERIALS**
- **NO TIRES**

If you are disabled and require special assistance, you can call 764-4390 or contact the **El Jobean Community League, 629-3640** and arrangements will be made to assist you.

All residential items will be taken.

This is your opportunity to correct Code violations currently on your property OR just clean up your garage of unwanted items.

Additional information may be obtained and questions will be answered by calling 764-4390