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6360 Fountain Square Drive, Citrus Heights, California 95621 (916) 727-4770 TDD 7-1-1
www.citrusheights.net

**Alternative Compliance or Exemption
Mandatory Organics / Recycling
General Services Department**

Citrus Heights Municipal Code (Chapter 74) and California law (AB 341, AB 1826, and SB 1383) require most businesses, commercial complexes and multi-family properties to have recycling and organics collection services. Please see detailed instructions on page 3. The information provided on this form is subject to on-site verification by City staff.

Please email the completed form to **CHrecycles@citrusheights.net**.

- 1. **Check One** Business Multi-Family Condo/Apartment Complex
 Commercial Complex (include a list of the businesses at your complex with this form)

2. Business or Complex Name:

3. Site Address (No P.O. Boxes)

Address	Suite/Unit #
Citrus Heights, CA Zip	

4. Contact Information

First Name	Last Name	Title
Email Address		Phone Number

5. Type of Business:

- 6. **Number of Employees** or **Number of Units**

7. Solid Waste Collection Service Provider

Atlas Disposal	Advance Disposal	Republic Services
Waste Management	Greenwaste/Zanker	Waste Removal & Recycling

Please complete #8 OR #9 below.

Organics Alternative Compliance

8. Method of Alternative Compliance:

Business generates less than 20 gallons of organic waste per week

Service is provided by a different hauler:

(Name of organic waste service provider)

Self Service – the business hauls the organic waste *(business must retain weight ticket records)*

Using shared bin/cart for organic waste with:

(Name of business with shared organic waste service)

Organics Exemption Request

- 9. **Why are you requesting exemption from mandatory organics recycling?** Note: Exemptions are for extraordinary and unforeseen events, including temporary closure due to pandemic and for limited term.

**Alternative Compliance or Exemption
Mandatory Organics Recycling/Recycling**

Recycling Alternative Compliance

Notes:

- If your business has recycling service with your regular solid waste collection service provider, you do not need to complete this portion of the form. (Most businesses fit this category.)
- If your business generates less than 4 cubic yards of solid waste per week, you do not need to complete this portion of the form. (This is less common.)

10. Method of Alternative Compliance:

Service is provided by a different hauler: _____
(Name of recycling service provider)

Self Service – the business hauls the recyclable waste *(business must retain weight ticket records)*

Using shared bin/cart for recycling with: _____
(Name of business with shared recycling service)

Please email the completed form to **CHrecycles@citrusheights.net**.

This section is for City Staff

Approved

Denied

Additional information required (See Notes)

By: _____

Date: _____

Notes: _____

Site Visit: _____

Closed out in Cityworks _____

Date _____

Application Instructions for Alternative Compliance or Exemption – Mandatory Recycling/Organics Recycling

1. **Check One** – Check if you are reporting for a Business, a Multi-Family Condo or Apartment Complex, or a Commercial Complex. If you are reporting for a commercial real estate complex or as a commercial property manager, please include a list of the businesses at your complex (your tenants).
 2. **Business or Complex Name** – Enter the name of the business or the name of the commercial or multi-family complex.
 3. **Site Address** – Enter the Citrus Heights business address. Do not list a PO Box. The business site location is required. Include a suite or unit number if applicable. If the business is not located in Citrus Heights, please contact the correct jurisdiction for your business.
 4. **Contact Information** – Enter contact information for the person responsible for the solid waste and recycling service account for the business or the complex. This might be the owner, a manager, or other responsible party.
 5. **Type of Business** – Please enter the type of business, such as restaurant, hair salon, automotive repair, etc.
 6. **Number of Employees or Number of Units** – For Businesses, enter the number of employees at the site you are reporting. For Commercial Real Estate, enter the number of units at the site you are reporting. For Multi-Family Complexes, enter the number of residential units at the site you are reporting.
 7. **Solid Waste Collection Service Provider** – Check which solid waste company provides solid waste removal and recycling for your business or complex
-

Organics Alternative Compliance – Alternative Compliance means your business does not have organics waste service with your garbage collection service, but is compliant with state requirements through other means. Use this section of the form to report compliance through other means. You only need to complete #8 or #9, not both.

8. Method of Alternative Compliance: Check one:

- “Business generates less than 20 gallons of organic waste per week” if as your business generates less than 20 gallons of organic waste per week.
- “Service is provided by a different hauler” if your business or complex has organic waste hauled away by a different service or company than your garbage collection service. Enter the Name of the organic waste service provider in the space provided. If your landscape service hauls away the vegetation clippings, enter their name in the space provided as the organic waste service provider.
- “Self Service – the business hauls the organic waste” if your business transports organics waste to a disposal facility directly. Note: the business must retain the records of the transactions, including weight tickets showing the disposal facility locations and dates.
- “Using shared bin/cart for organic waste” if your business is sharing a bin/cart with a neighboring business for organic waste. Enter the Name of the business you share organic waste service with in the space provided.

If you selected an Organics Alternative Compliance method, you can skip question 9.

Organics Exemption Request – You can request an Exemption for compliance with organics recycling for extraordinary and unforeseen events, including temporary business closure due to pandemic. Exemptions are not permanent and are granted for limited terms.

9. **Why are you requesting exemption from mandatory organics recycling?** Enter the reason for exemption request in the field provided. If you are reporting compliance with one or more of the choices on #8, you do not need to complete is section.

Recycling Alternative Compliance – Most businesses in California are required to recycle paper, plastics, etc. Use this section to report if your business does not have recycling service with your garbage/solid waste service provider, but is compliant through other means. Many businesses will not need to complete this section as most businesses have both garbage and recycling service with the same company (Atlas Disposal, Republic Services, Waste Management, etc.).

Additionally, if your business generates less than 4 cubic yards of solid waste per week, you do not need to complete this portion of the form. (This is less common and your garbage company can help you determine how much waste your business generates.)

10. Method of Alternative Compliance: Check one:

- “Service is provided by a different hauler” if your business or complex has recycling hauled away by a different service or company than your garbage collection service. Enter the Name of the recycling service provider in the space provided.
- “Self Service – the business hauls the recycling” if your business transports recycling waste to a disposal facility directly. Note: the business must retain the records of the transactions, including weight tickets showing the disposal facility locations and dates.
- “Using shared bin/cart for recycling” if your business is sharing a bin/cart with a neighboring business for recycling. Enter the Name of the business you share recycling service with in the space provided.

When complete, please email the completed form to CHrecycles@citrusheights.net or you can submit it by mail to:

City of Citrus Heights
GSD – CH Recycles
6360 Fountain Square Drive
Citrus Heights CA 95621