



# CITY OF CHINO HILLS

## CITY MANAGER'S OFFICE

City of Chino Hills  
14000 City Center Drive  
Chino Hills, CA 91709  
(909) 364-2606  
CHRecycles@chinohills.org

## SOLID WASTE & RECYCLING REGULATIONS WAIVER REQUEST FORM

### INSTRUCTIONS:

All commercial businesses in the City of Chino Hills, including multi-family properties with five units or more, must comply with Assembly Bill (AB) 341, the State of California's Mandatory Commercial Recycling requirement for materials such as paper, cardboard, metals, glass, etc. that are generated on the property.

Beginning January 1, 2022, California Senate Bill (SB) 1383 requires all businesses and multi-family properties to arrange for organic waste recycling services (*i.e.*, food waste and green waste). As required by the State, these regulations were codified in the Chino Hills Municipal Code to allow for local enforcement. Certain businesses may qualify for waivers from these mandatory programs; however, only those who have requested and received a waiver from the City can avoid mandated participation. If a waiver is not approved by the City, your business or property will be required to participate in mandated services.

To apply for exemption, complete the accompanying Waiver Request Form and provide the required information. Waivers may be requested for each type of exemption you believe applies to your business. There are three types of waiver requests:

#### **1. Third-Party Waiver for Businesses with Landscape Contractors/Recyclers**

- Businesses that have organics recycling by a landscaper or other third-party recycler may apply.
- Third-party recyclers must maintain disposal/recycling records and divert organic waste from landfills as required by state law.
- Your business must agree to submit information to the City periodically to verify ongoing programs.

#### **2. Waiver for Businesses with Minimal Organic Waste (*i.e.*, "De Minimis Waiver")**

- Businesses (Multi-Family excluded) that generate a limited amount of organic waste may apply for a low-generator "de minimis" waiver if they have:
  - A) Total solid waste collection of two cubic yards or more per week (*i.e.*, equal to at least 12 large or 24 regular trash bags, or about two-thirds of a standard dumpster), and organic waste of less than 20 gallons per week (*i.e.*, about 2 tall kitchen bags); or
  - B) Total solid waste collection of less than two cubic yards per week and collected organic waste of less than 10 gallons per week.

#### **3. Space Constraint Waiver**

- Businesses lacking space for separate or additional organic waste or recycling collection containers may request a space constraint waiver.
- To qualify, you must demonstrate that space constraints cannot be resolved by downsizing containers, using split containers, or other solutions. You must first work with the City's solid waste collection hauler to consider solutions to space constraints.
- State regulations allow the City to waive compliance only if the City's own staff, a licensed architect, or a licensed engineer confirms the lack of adequate container space.

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**NOTE: Businesses granted waivers will be exempted for a five-year period from State requirements.** To remain exempt, State law requires you to submit written verification of eligibility to the City every five years. During each five-year exemption period, State law also requires that you notify the City any time the waste generated at your business exceeds the qualifying waste-generation amount for any waiver granted or of any other relevant changes.

**To apply for a waiver, please complete and submit the Waiver Request Form and any supporting documentation to the City of Chino Hills City Manager's Office, 14000 City Center Drive, Chino Hills, CA 91709.**



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WAIVER REQUEST FORM**

APPLICANT INFORMATION			
BUSINESS OR MULTI-FAMILY COMPLEX NAME		BUSINESS LICENSE NUMBER	
BUSINESS OR MULTI-FAMILY PHYSICAL ADDRESS		DATE SUBMITTED	
BUSINESS OFFICE MAILING ADDRESS	CITY	STATE	ZIP
CONTACT INFORMATION <i>(for designated business representative who should receive waiver related notices from the City)</i>			
Contact Name/Title	Phone Number	E-Mail	
PROPERTY OWNER			
PROPERTY OWNER, MANAGER OR LEASE HOLDER	PHONE	EMAIL	
OWNER ADDRESS	CITY	STATE	ZIP
WAIVER TYPE <i>(Check the box(es) adjacent to the exemption waiver type(s) you are requesting below and provide information and answers to <u>all</u> questions requested for each waiver choice.)</i>			
<input type="checkbox"/> <b>THIRD-PARTY WAIVER (for properties with landscape contractors/recyclers)</b> <i>Please provide the following information to request a Third-Party Recycling Waiver:</i> <ul style="list-style-type: none"> <li>• Third-party organic waste &amp; recycling service (e.g., landscaper) information:               <ul style="list-style-type: none"> <li>➢ Recycler: _____ Business Lic #: _____ Phone: _____</li> <li>➢ Material type(s): _____</li> <li>➢ Facility where this material is taken for recycling: _____</li> <li>➢ Contact information (Name, Phone, Email): _____</li> </ul> </li> </ul>			
<input type="checkbox"/> <b>WAIVER FOR BUSINESSES WITH MINIMAL ORGANIC WASTE (i.e., "De Minimis Waiver")</b> <i>Please provide the following information to request a "De Minimis" Waiver: Multi-Family Excluded</i> <ol style="list-style-type: none"> <li>1. Average number of employees onsite: _____</li> <li>2. Average number of employees that eat meals/snacks onsite: _____</li> <li>3. Does your business have a cafeteria providing meals to employees? _____</li> </ol>			
<input type="checkbox"/> <b>SPACE CONSTRAINT WAIVER</b> <i>Please provide the following information to request a Space Constraint Waiver:</i> <ol style="list-style-type: none"> <li>1. Have you ever worked with your solid waste collection service provider to adjust container sizes to resolve space constraint issues? (i.e. requested smaller bin sizes or split bins for recycling and trash, etc. to resolve space constraints) (Y/N) _____</li> <li>2. Do you have documentation from your hauler showing that space constraints preclude placement of required recycling and/or organics waste recycling containers? (This must be provided in order to receive an approval for this waiver) (Y/N) _____</li> <li>3. Please indicate the specific program(s) you are requesting a waiver for:                Organic Waste Only _____ Recycle Only _____ Organic Waste &amp; Recycling _____             </li> </ol>			

*By signing and submitting this application, your business attests that it agrees to submit information on a quarterly or annual basis (as determined by City) to verify ongoing programs (e.g., service provider, material type, quantity recycled, and receiving facility). Otherwise, the City's hauler is required to provide all mandated programs to your location as a condition of their City franchise. State law requires the City to monitor its commercial businesses to ensure 100% compliance with state requirements.*

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Signature of Authorized Business Representative

\_\_\_\_\_  
Date