

## Guidance on Residential Curbside Solid Waste and Recycling Collection Contracts Loudoun County Requirements

Chapters 1084 and 1086 of the Loudoun County Codified Ordinances (regulations) set forth minimum standards for solid waste Collectors picking up trash and recyclables in Loudoun County and for property owners or managing agents. Contracts should include language that answers the following questions:

- ✓ *Does the Collector have a permit?* Under Section 1084.06, Collectors are required to have a permit issued through the Department of Construction & Waste Management that identifies each truck operating in Loudoun County with a registration sticker.
- ✓ *Does the Collector pick up the minimum types of recyclable material?* Under Section 1084.08 (c), Major Collectors<sup>1</sup> are required to pick up the following source-separated materials:
  - 1) Newspapers and magazines;
  - 2) Container glass, metal and aluminum cans, and plastic beverage and detergent containers;
  - 3) Cardboard and paperboard;
  - 4) Yard Waste.
- ✓ *Has the Collector provided a statement of services?* The Collector is required under Section 1084.10 (c) to provide all existing and new customers with a written statement of waste collection services and recycling services on at least an annual basis. The statement at a minimum must include:
  - 1) Business name, mailing address and telephone number;
  - 2) Any company rules concerning collection;
  - 3) Frequency of collection;
  - 4) The weather conditions and holidays for which service shall be suspended and the collection schedule thereafter; and
  - 5) Rules concerning the containerization of solid waste and recyclable materials.
- ✓ *Are solid waste and recyclable materials brought to a permitted disposal facility or recycling facility?* Section 1084.09 (d) requires collectors to dispose of all solid waste or recyclable material at an approved facility or recycling facility.
- ✓ *Is the business name and telephone number clearly displayed on the Collector's trucks?* Section 1084.11 (b) requires the Collector to have the name and operable telephone number posted clearly on both sides of the truck.

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<sup>1</sup> Major solid waste collectors operate 4 or more solid waste collection vehicles in the County. For a complete list of Major solid waste collectors visit [www.loudoun.gov/collectors](http://www.loudoun.gov/collectors).

✓ *Is the HOA providing an annual written notification to all residents and employees?*

Section 1086.08 requires HOAs to provide written notification each year to all its residents and employees and at a minimum include:

- 1) Separating recyclable material from trash is mandatory for all residents and employees;
- 2) What materials will be recycled;
- 3) How the recyclable materials will be prepared;
- 4) Any set-out requirements;
- 5) Location of recycling containers;
- 6) Prohibitions against contamination of material that has been separated for recycling;
- 7) The collection schedule for recyclable material; and
- 8) The name and telephone number of the HOA representative whom the resident or employee should contact with any questions.

✓ *Does the contract meet minimum performance standards on frequency of collection?*

Section 1084.09 (c) requires household trash that is collected to be picked up and transported at least once per week and recyclables collected to be picked up and transported at least once every two weeks. If garbage collection or recyclable collection is missed for reasons other than inclement weather or holidays, they must be collected within 24 hours unless the collection was missed on a Saturday whereby they must be picked up within 48 hours.