

10.0 PRIVATE SOLID WASTE COLLECTION SERVICE

10.1 GENERAL PROVISIONS

10.1.1 Submitting documentation

- 10.1.1.1 Documentation required throughout this document, may be submitted by the way of mail, email, and fax or delivered in person.
 - 10.1.1.1.1 Mail will be addressed to City of Austin - Code Compliance Department Attn: Finance-Waste Hauler's P.O. Box 1088 Austin, Texas 78767.
 - 10.1.1.1.2 Personal delivery will be to 1520 Rutherford Lane Building 1 Code Compliance Department Austin, Texas 78754 (**NOTE:** Mail will not be delivered if sent to this address).
 - 10.1.1.1.3 Email and fax information can be obtained from the department.

10.1.2 Vehicles and Equipment (reference 15-6-42)

- 10.1.2.1 Vehicles and equipment will be maintained in a clean sanitary and safe condition including but not limited to being free from materials or debris that may dislodge during transport and free from fluid leaks.
- 10.1.2.2 A request to place a mechanically handled solid waste container must be submitted in writing to the Austin Resource Recovery Department Director. A licensee may not place the mechanically handled solid waste container unless the director issues written approval.
- 10.1.2.3 Notice and documents required by 15-5-42(E) may be submitted electronically through email or by fax. Hard copy of the notice and required documents must be received by the CCD director's office within 5 days thereafter.
- 10.1.2.4 A licensee shall provide proof of current State inspection in a notarized statement that identifies each vehicle to the department on a form provided by CCD. The notarized statement may be one document listing each vehicle by license plate number, make and model.
- 10.1.2.5 A licensee may submit the documentation required in 15-6-42(F) by email or fax. Hard copy of the notice and required documents must be received by the CCD director's office within 5 days thereafter.
- 10.1.2.6 It is considered substantial compliance if the material type and method of compliance for 15-6-42(2) (solid head board, tail board and sides) meets the intent of preventing the escape of loose material or effluvia and approval has been issued by the Code Compliance Director.

10.1.3 Display of Business Information(reference 15-6-43)

10.1.3.1 Under 15-6-43(A) a licensee may use a permanent or magnetic sign to display required information.

10.1.3.2 For containers, the business or licensee name and phone number must be permanently affixed to at least one side of the container. Magnetic signage is not permitted

10.1.4 Reporting Requirements (reference 15-6-44)

10.1.4.1 The quarterly report required in 15-6-44(B) must contain the following information:

1. Customer number
2. Container location
3. Each day the container was in service during the reporting period.
4. Container permit number associated with the address where the container was located and dates container was in service.

10.1.5 Notification of Change of Address or Ownership (reference 15-6-46)

10.1.5.1 The address and telephone number required in 15-6-46(1) must be for the main office of the business.

10.1.5.2 Written notice must be provided in a sworn affidavit by the licensee's designated representative. A person designated to receive notices may include the registered agent with the Secretary of State. Hard copy of the document must be received by the CCD Director's Office and must be postmarked within 60 days of when the change occurred.

10.2 LICENSING

10.2.1 License Required (reference 15-6-51)

10.2.1.1 An applicant must apply for a license from the Code Compliance Department on a form provided by the CCD.

10.2.1.2 Application will be mailed to:

City of Austin-Code Compliance Department Attn: Finance-
Waste Haulers

P.O. Box 1088

Austin, Texas 78767

10.2.1.3 If a service is sold, the new owner must apply for a new license

10.2.2 License Prerequisites (reference 15-6-52)

10.2.2.1 The following information is required to issue or renew a license:

1. Notarized proof of current annual State of Texas vehicle inspection see 16-6-42 (F)
2. The semi-annual tonnage report due the last day of July or January.
3. Notarized Affidavit of Insurance stating requirement of Section 15-6-53 have been met and a certificate of general and commercial auto liability insurance from a company authorized to do business in Texas and Travis County.
4. The fee required for the license paid in full; partial payment not accepted.
5. A notarized document stating all drivers have applicable licenses and approvals for vehicle operation.

10.2.3 Decal (reference 15-6-54)

10.2.3.1 Vehicle decals must be visible at all times.

10.2.4 Temporary Decal for New and Replacement Vehicles (reference 15-6-55)

10.2.4.1 The license must obtain a temporary decal before a substitute vehicle is placed into service.

10.2.4.2 Documentation required by 15-6-55 may be submitted electronically and a hard copy of the notice and required documents must be received by the director's office within 5 days thereafter.

10.2.4.3 All of the document and driver credential requirements to obtain a permanent decal are also required when obtaining a temporary decal on a temporary replacement vehicle being temporary replacement vehicle.

10.2.4.4 All requirements of 15-6-52(License Prerequisites), 15-6-44(Reporting Requirements) and 15-6-45(Drivers) apply and must be met for a temporary license to be issued.

10.2.4.5 Exemption documentation for a factory demo vehicle must be submitted no less than 2 days prior to the first day the vehicle is in operation and may be submitted by mail, email, and fax or in person. The demo vehicle may only be used for a period of less than 10 days.

10.2.4.6 If an exemption from decal requirements due to an emergency has been approved by the director, an exemption form signed by the director must be carried with the vehicle during the approved time. All laws and regulations for operation of equipment including operator licenses, and reporting requirements of 15-6-44 C apply. Tonnage reports will be required in emergency situations; this applies to fire and storm relief or other natural disasters. Reports will be submitted weekly to the Austin Resource Recovery Director at P.O. Box 1088 Attention ARR Director, Austin Texas 78767.

10.2.5 License Fees (reference 15-6-56)

10.2.5.1 If a licensee pays container fees in advance, refunds will not be issued if the container is taken out of service.

10.2.5.2 If vehicles or containers described in 15-6-56(G) are used for more than recycling, these vehicles or containers for must be licensed for hauling solid waste and subject to hauling fees under this section.

10.2.6 Appeal (reference 15-6-59)

10.2.6.1 An aggrieved person must file an appeal with the Code Compliance Director no later than the 30th day of the date the decision is rendered. The time begins on the date of the post mark when the notice of the decision is mailed.

10.2.7 Prohibition (reference 15-6-60)

10.2.7.1 Vehicles owners or operators found in violation may be issued a citation immediately and without prior warning being in place.

NEED TO ADD

Rules about late penalty calculation