

UNIVERSAL RECYCLING ORDINANCE

Fact Sheet for Property Owners

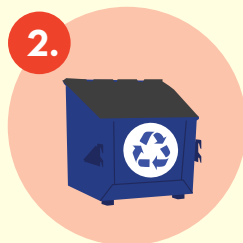


The Universal Recycling Ordinance supports Austin's Zero Waste goal by requiring affected property owners to ensure that tenants and employees have access to convenient recycling. The ordinance is intended to increase the life of local landfills, reduce harmful environmental impacts, and encourage economic development.

The ordinance requires affected property owners to provide:



Recycling services for plastics #1 & #2, paper, cardboard, glass and aluminum



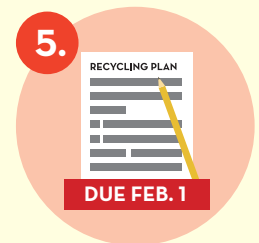
Sufficient capacity and convenient location



Informational signage in English and Spanish



Regular tenant and employee education



Annual Recycling Plan Forms

Who is affected? When?

Properties will be phased in over time. By Oct. 1, 2017, all properties will be required to provide recycling services to their tenants and employees, and properties with food service permits will be required to provide food scrap diversion programs.

Facilities are subject to the URO beginning:	Multifamily properties with more than:	Commercial office buildings larger than:	Other commercial properties larger than:	Food scrap requirements for food service properties larger than:
10/1/2012	75 dwelling units	100,000 SF		
10/1/2013	50 dwelling units	75,000 SF		
10/1/2014	25 dwelling units	50,000 SF	50,000 SF	
10/1/2015	10 dwelling units	25,000 SF	25,000 SF	
10/1/2016	All properties	5,000 SF	5,000 SF	5,000 SF
10/1/2017		All properties	All properties	All properties

Properties with food service permits will be required to provide food scrap diversion programs.

Multifamily properties:

- Apartments
- Condominiums
- Mobile home parks
- Private funded dorms

Commercial office buildings:

- Business office properties
- Medical facilities
- Religious buildings
- Private educational facilities

Other commercial properties:

- Food and beverage industry (restaurants, bars, grocers, catering)
- Retail stores and grocers
- Hotels, motels, and event facilities
- Industrial and manufacturing facilities

5 steps to meeting the requirements:

1. RECYCLABLE MATERIALS

Properties are required to offer recycling for these materials (at a minimum):



Paper (including mixed paper and office paper)



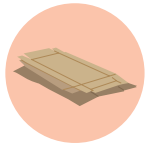
PETE and HDPE plastic (#1 and #2)



Aluminum cans



Glass bottles and jars



Cardboard and boxboard

**Alternative materials can be proposed in the annual Recycling Plan Form*

2. RECYCLING SERVICE CAPACITY

To ensure convenient access and adequate storage capacity for recyclable materials, recycling capacity must meet the following requirements:



Multifamily properties:

Recycling capacity must exceed 6.4 gallons per dwelling, per week.



Commercial office buildings:

Recycling capacity must be equal to, or greater than, 25 percent of the total weekly service capacity for all materials.



All exterior trash containers should have a recycling container within 25 feet.

3. SIGNAGE REQUIREMENTS

Properties must provide signage for all exterior containers. All signage must:

- Indicate recyclable materials accepted
- Use graphic illustrations
- Include English and Spanish



4. ANNUAL EDUCATION

Properties are required to:

- Educate employees, tenants and businesses about recycling opportunities on the property annually.
- Educate new tenants and employees within 30 days of hire or move in
- Education may include brochures, fliers, emails, meetings, etc.



5. RECYCLING PLAN FORM

By **Feb. 1 of each year**, property managers must submit a Recycling Plan to the City of Austin that describes the trash and recycling services and education offered at the property. Find the Recycling Plan form online at austintexas.gov/recyclingplan.

WAIVERS – Property owners, or their designee, may request a waiver or alternative compliance when submitting the annual Recycling Plan form. Austin Resource Recovery customers are not required to complete a Recycling Plan, but must meet all other requirements of the Universal Recycling Ordinance.



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Questions?

Austin Resource Recovery, a City of Austin service, offers free Zero Waste business services to help reduce waste, recycle more materials and comply with the City's recycling ordinances. Please email us your business recycling questions to CommercialRecycling@austintexas.gov