



FAIRFAX COUNTY MUNICIPAL SOLID WASTE MANAGEMENT AND RECYCLING PLAN

For Non-Residential Properties

Keep this form on file for future reference. Do not return to the County.

Instructions and more information are on the back of this form.

Section 1 - Business Information

Facility Name:				
Address:				
City		State		ZIP
E-Mail		Phone		
MSW and Recycling Contact:				

Section 2 - Recyclable Material Collected (check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Mixed Paper (required) | <input type="checkbox"/> Cardboard (required) | <input type="checkbox"/> Metal Food and Beverage Containers |
| <input type="checkbox"/> Yard Waste | <input type="checkbox"/> Plastic Bottles & Jugs | <input type="checkbox"/> Glass Food & Beverage Containers |
| <input type="checkbox"/> Scrap Metal (i.e. appliances) | <input type="checkbox"/> Used Oil/Antifreeze | |

Refuse Collection Company:

Name	
Address	
City/St/Zip	
Phone	
Contact	

Recycling Collection Company:

Name	
Address	
City/St/Zip	
Phone	
Contact	

Check here if you are applying for an Alternate Recycling System (subject to approval).

Check Here if you haul your own recycling to a drop-off center or other approved site.

Section 2 - Containers (indicate types of containers used to collect recyclables and trash; attach pages if needed)

Compactors 	Dumpsters 	Open-Top Containers 	Wheeled Carts
For RECYCLING	For RECYCLING	For RECYCLING	For RECYCLING
Size _____ Quantity: _____	Size _____ Quantity: _____	Size _____ Quantity: _____	Size _____ Quantity: _____
Emptied _____ x per _____	Emptied _____ x per _____	Emptied _____ x per _____	Emptied _____ x per _____
Located: Inside a building <input type="checkbox"/>	Located: Inside a building <input type="checkbox"/>	Located: Inside a building <input type="checkbox"/>	Located: Inside a building <input type="checkbox"/>
Outside <input type="checkbox"/>	Outside <input type="checkbox"/>	Outside <input type="checkbox"/>	Outside <input type="checkbox"/>
For REFUSE	For REFUSE	For REFUSE	For REFUSE
Size _____ Quantity: _____	Size _____ Quantity: _____	Size _____ Quantity: _____	Size _____ Quantity: _____
Emptied _____ x per _____	Emptied _____ x per _____	Emptied _____ x per _____	Emptied _____ x per _____
Located: Inside a building <input type="checkbox"/>	Located: Inside a building <input type="checkbox"/>	Located: Inside a building <input type="checkbox"/>	Located: Inside a building <input type="checkbox"/>
Outside <input type="checkbox"/>	Outside <input type="checkbox"/>	Outside <input type="checkbox"/>	Outside <input type="checkbox"/>

I certify that the above information is true to the best of my knowledge.
 Name and Title _____ Signature _____ Date _____

INSTRUCTIONS FOR FILLING OUT THE MSW MANAGEMENT AND RECYCLING PLAN

In accordance with Section 109.1-3-2 of the Fairfax County Code, MSW Management and Recycling Plans:

"The owner of any non-residential property or any multi-family dwellings shall develop a MSW Management and Recycling Plan consistent with the requirements of this Chapter, and make these plans available to the Director for review and approval upon request."

To comply with this requirement, complete all information below. **When completed, maintain this document on file.** The information should be updated, and operational changes made, upon (1) the construction of a new facility or significant modification to an existing facility; (2) occupancy by new tenants that materially change the function of the property, resulting in changes in the MSW generated therein; (3) a change of ownership or property management firm; (4) a change of MSW collection vendor; (5) or every five years, whichever comes first.

The MSW Management and Recycling Plan shall be provided to Fairfax County with 30 days of **receiving a written request from the Director**. The MSW Management and Recycling Plan shall be implemented within 30 days of occupancy. The Director may also request proof that any MSW Management and Recycling Plan has been implemented and become operational.

When creating a recycling system, remember to account for: (1) how recyclables will be collected internally; (2) how they will be moved from inside the building to any external containers; and, (3) how they will be transported from the property to a recycling facility.

FOR NON-RESIDENTIAL PROPERTIES: Calculate your annual waste

This exercise will compute your annual waste stream. Complete this table for all footage at your property. In the "Floor area (Sq. Feet)" column, fill in the area of the property occupied with each use. Multiply each square footage figure by the corresponding value in the "Annual Waste Gen. Rate" column, and list that value in the "Annual Tonnage" column. Add all the values in the "Annual Tonnage" column and list the total next to "Combined Annual Waste Stream".

Building Use	Floor Area (Sq. Feet)	X	Annual Waste Gen Rate =	Annual Tonnage
OFFICE		X	0.0013 tons/sq. ft.	
INDUSTRIAL		X	0.0016 tons/sq. ft.	
FOOD/RETAIL		X	0.0057 tons/sq. ft.	
PUBLIC FACILITY		X	0.00105 tons/sq. ft.	
INSTITUTION/SCHOOL		X	0.00105 tons/sq. ft.	
WAREHOUSE		X	0.00155 tons/sq. ft.	
Combined Annual Waste Stream				

If the Combined Annual Waste Stream is greater than 100 tons, recycling of one Principal Recyclable Material may be required in addition to recycling of mixed paper and cardboard.

Answer the following question:

Is the Combined Annual Waste Stream for this property greater than 100 tons? _____

If No, a system for recycling mixed paper and cardboard is the only requirement.

If Yes, recycling for one PRM in addition to mixed paper and cardboard may be required.

Check which ONE of the following materials you have the most of by weight. This will be your PRM, which you must recycle IN ADDITION to mixed paper and cardboard.


Mixed Paper & Cardboard (no additional recycling required)
 Plastic
 Aluminum or tin cans
 Container glass
 Used motor oil
 Brush, leaves, grass, other arboreal materials
 Cloth
 Clean wood
 Automobile bodies
 ferrous or non-ferrous metal
 Other

FOR THOSE APPLYING FOR AN ALTERNATIVE RECYCLING SYSTEM - CHAPTER 109-2-1 C

Non-Residential properties may apply for an alternative recycling system using this form. Applicants must apply every two years, and applications require a site visit by DPWES staff. Any alternative system must meet the following intentions of Chapter 109.1 of the County Code:

- Recycle, at a minimum, all mixed paper and cardboard.
- Remove putrescible, non-recyclable trash at least once a week.
- Ensure public health is protected from odors, discharges, vermin, fire hazards, and other threats.
- Ensure the environment is protected from leaks, emissions, discharges, and other pollutants.

For more information, contact the Fairfax County Solid Waste Management Program by calling 703-324-5230, TTY 711

Apr-15  To obtain this document in alternative formats, please contact the Fairfax County Solid Waste Management Program at 703-324-5230, TTY 711, to submit a request. Please allow 7 to 10 business days for preparation of the material.

