

**Orange County Solid Waste Management Department  
Recyclable Material (RM) Permit Application**

Please read and understand the following terms:

- A Recyclable Material Permit is required before your Building Permit can be issued.
- Incomplete RM permit applications will not be considered and will be returned. It is the applicant's responsibility to resubmit the completed application before it can be considered.
- A permit applies only to the project listed below and is valid for as long as your Building Permit.
- Non-adherence to permit conditions is a violation of the Regulated Recyclable Material ordinance.
- Violations of the ordinance may result in Criminal or Civil Penalties or the revocation of a Recyclable Material Collectors' License, if applicable.
- A Collectors' License is required for hauling debris in vehicles larger than 9000 lbs GVW. Make certain that you or your hired waste hauler has one, if the vehicle meets the GVW threshold.
- Material Management Requirements:
  - A. **Clean Wood Waste** (unpainted, untreated lumber, plywood and OSB), **Wooden Pallets, Scrap Metal**, and **Corrugated Cardboard must be separated for recycling**. Disposing of these materials at Orange County Landfill subjects the hauler to a surcharge doubling the tipping fee. Hauling these materials elsewhere for disposal in a landfill will result in Civil or Criminal penalties and may result in the loss of a Recyclable Material Collector's License. Facilities exist at Orange County Landfill to recycle these materials at reduced or zero tip-fees. Do not use public recycling centers.
  - B. **Construction and Demolition Debris** may not be disposed of through open burning.
  - C. **Yard Waste** is banned from burial at Orange County Landfill. Disposing of this material subjects the hauler to a surcharge doubling the tipping fee. Facilities exist at Orange County Landfill for recycling this material at reduced tip-fees.
  - D. **Appliances** and **Tires** are banned from burial in landfills in the State of North Carolina. Facilities exist at Orange County Landfill for recycling these materials at reduced tip-fees.
- Solid Waste Department enforcement staff may enter the jobsite to inspect waste collection areas.
- Certified recycling facilities may be used to bypass the source-separation requirement. For a current list of certified facilities, contact the Orange County Solid Waste Management Department.
- If Solid Waste Enforcement Staff observe waste mixed with Regulated Recyclable Material on the jobsite, either a "Verification Tag" or a "Hold Tag" will be left visibly on the container. A notice will also be placed in the Permit Box. (1) The Verification Tag must be submitted to a Certified Recycling Facility. They will return it to the Solid Waste Department to confirm compliance. OR (2) Hold Tags must remain on the container and no waste may exit the site. You must contact Solid Waste Enforcement Staff to arrange inspection to see that materials have been properly separated.
- Your permit application will be reviewed and a decision will be made within 10 working days.
- The Recyclable Material Permit must be kept in the permit box for the duration of the project.

I have read, understand, and will comply with the terms of the Recyclable Material Permit.

**X** **date:** **(SW use: Rec'd:)**

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**I. Applicant Information**

Township Map Block Lot (TMBL) # \_\_\_\_\_

Property Street Address \_\_\_\_\_

Applicant's (Contractor's) Name \_\_\_\_\_

Applicant's Address \_\_\_\_\_

Applicant's Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

Owner's (if different) Name \_\_\_\_\_

Owner's Address \_\_\_\_\_

Owner's Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

**II. Waste Generation information for site preparation and demolition:**

Briefly describe the proposed demolition and/or site preparation.  
(For example: "Remove 1 exterior wall and kitchen cabinetry and fixtures", OR "Remove old wood-framed outbuilding and clear and grade 2 acres")  
You must note number, approximate size and type of any whole structures to be removed.

Circle the types of waste material anticipated (demolition and site preparation only):

Landclearing (Dirt and Stumps)	Concrete / Brick / Block / Paving	Clean Wood Waste & Pallets	Painted/Treated Wood	Scrap Metal (Pipe, Conduit, etc)
Drywall / Plaster	Fixtures	Carpet	Limbs and Brush	Shingles

Other (Please List)  
\_\_\_\_\_

**III. Waste Generation information for construction activities:**

Briefly describe proposed construction. Include size of project.  
(For example: "Add 3000 sq. ft. addition to commercial cinderblock structure", OR "Construct an 1800 sq. ft. timber framed residence with deck")

Circle the types of waste material anticipated (construction only):

Concrete / Brick / Block	Clean Wood Waste and wooden pallets	Painted/Treated Wood	Scrap Metal (Pipe, Conduit, etc)
Drywall	Plastics	Corrugated Cardboard	Insulating material

Other (Please List):  
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**IV. Material Collection and Transportation**

Circle the method(s) of waste collection and transportation you will use:

Self-haul

Hauling Contractor

**V. Material Management and Disposal**

Circle the method(s) of waste management and disposal you will use:

Jobsite separation of recyclables

Mixed Recycling Facilities

For assistance completing this form call Solid Waste Department staff at 968-2800 x 163 or 165.

**For Office Use:**

I hereby approve this Recyclable Material Permit application.

Authorized Signature \_\_\_\_\_ date \_\_\_\_\_