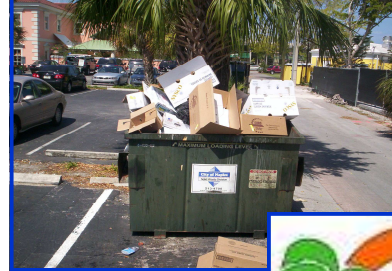


CITY OF NAPLES, SOLID WASTE
50 RIVERSIDE CIRCLE
NAPLES, FL 34102



City of Naples
Florida

Solid Waste



Commercial Collection &
Recycling Information
Handbook

City of Naples
Solid Waste Division
Mission Statement

Our mission is to establish the highest level of waste collection and related services to residents and businesses in the City of Naples; to educate and inform our citizenry on the proper management of waste reduction, reuse and recycling; and to carry out our mission in a safe, efficient and environmentally friendly manner stressing the highest level of customer service possible.

Notes

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Important Phone Numbers

- **City of Naples Solid Waste** **213-4700**
- **City of Naples Finance (billing)** **213-1800**
- **Collier County Solid Waste** **252-2508**

For a complete list of Recycling Vendors visit:
www.naplesgarbage.com

City of Naples

Holidays

The City of Naples administrative offices are closed on the following holidays:

New Year's Day
M.L. King Jr. Day
Presidents Day
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving & day after
Christmas Eve Day
Christmas Day

THERE WILL BE NO COMMERCIAL COLLECTIONS ON THE FOLLOWING HOLIDAYS:

New Years Day
4th of July
Thanksgiving Day
Christmas Day

SOLID WASTE OPERATIONS WILL RESUME REGULARLY SCHEDULED ROUTES THE DAY AFTER EACH OF THE FOUR CLOSED HOLIDAYS.



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Business Recycling



The City of Naples has implemented a non-residential recycling program. All businesses and other non-residential customers are encouraged to participate in this recycle program. Pursuant to the Non-Residential Recycling Ordinance No. 08-12051. Businesses are required to segregate and recycle as many recyclable materials as practical. For information and/or assistance with the establishment of a recycling program for a non-residential property, please contact the Solid Waste Division at 213-4700.



City of Naples Shared Compactors

Compactor Do's & Don'ts

1. **Never get into the compactor for any reason.**
2. **If cardboard container is full, notify the Solid Waste Division at 213-4700.**
3. **No liquids such as grease or hazardous waste shall be placed in compactors. Contact the Solid Waste Division for additional information.**
4. **All food wastes must be secured in plastic bags with at least one mil in thickness.**
5. **Do not overfill garbage bags.**
6. **It is the responsibility of all users to make sure the compactor area is kept free of spills and litter.**
7. **Please report problems immediately to the Solid Waste Division. 239-213-4700 or after hours, 239-263-5944**

Please secure and protect the compactor pass code. Users will be charged a \$35.00 fee for replacement codes.

Call 213-4700 for more information.

City of Naples
Shared Compactors

TROUBLE SHOOTING

Problem: Compactor won't operate!

Solution:

- 1) Touch the escape button on the monitor and enter your code again.
- 2) The door is not completely closed.



**If problems continue, please call 213-4700,
Or after-hours call 239-263-5944**

**Lost Your Trash Code # ?
Trash Code # can only be replaced during
working hours.
Monday thru Friday 8:00 to 5:00
Call 239-213-4700**

**ORDINANCE 08-12051
Section 32-40**

City of Naples Non-Residential Recycling Ordinance

The intent and purpose of this ordinance is to promote recycling by requiring businesses in the city to segregate and recycle as many designated recyclable materials as practicable.

Business owners may select any vendor to provide recycling service. The vendor is required to have a City of Naples Certificate of Operation. All contractors shall provide a written service agreement to a customer before they begin the collection of recyclable material. The service agreement shall describe the services to be provided by the contractor, the fees to be paid by the customer, and the other terms of the parties' agreement.

Business owners may choose to be Self-Hauling by transporting recyclable materials generated on their non-residential property to a recycling facility. Self-Haulers will be required to complete a self-hauling certificate which will contain a written statement, signed by the owner, certifying that they are in compliance with the requirements of this ordinance. The City Manager may restrict or prohibit self-hauling if it is determined that the person's self-hauling activities violate the provisions of this ordinance or any other applicable law.

The City Manager may grant an administrative exemption from the requirements in this section when an owner, generator or other person demonstrates that the application of the ordinance would create a substantial hardship or due to site specific conditions, the business cannot simultaneously comply with this section and the provision of any other section of the city code, county regulations or general law. An application for exemption shall be submitted to the City Manager.

The City will perform routine site inspections. Any person violating this section shall be subject to the enforcement and penalties contained in Section 1-15 of this code.

You can view this entire ordinance at
www.naplesgov.com

Self Hauler Sample Certificate

City of Naples
NON-RESIDENTIAL RECYCLING SELF-HAULING CERTIFICATE
Solid Waste Division
50 Riverside Circle Naples, FL 34102 (239) 213-4700

CHECK ONE:

Original Application _____
Renewal Certificate _____

Date: _____

1. Company Name: _____
2. Principal Business owner: _____
3. Occupational License # _____
4. Business address: _____
(No P.O. boxes allowed)
5. Phone: _____ Fax: _____ Email: _____
6. Type of business conducted: _____
7. Recyclable materials generated: _____
8. Make, model, serial # of vehicle used for hauling materials: _____
9. Amount of recyclable materials being transported and how often (monthly/weekly): _____
10. Name and address of recycling facility materials are being transported to: _____

I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE TO THE BEST OF MY KNOWLEDGE, AND THAT I HAVE REVIEWED ORDINANCE NO. 08-12051 AND WILL COMPLY WITH ALL OF THE REQUIREMENTS IN THE CERTIFICATE OF OPERATION AND ORDINANCE NO. 08-12051

Authorized signature: _____ Date: _____
Printed Name: _____
(Owner and/or representative of business) Title: _____

Self-Hauling Certificate

Self Hauler Locations Call for pricing

City of Naples Self Service Recycle Center
50 Riverside Circle Ph:213-4700

Collier County Recycle Center
2640 West Enterprise Ave Ph:643-3099

City of Naples Shared Compactors

Trash Compactor Instructions

1. Place trash at the Side Door.

* **Customers will be Charged \$50.00 for leaving Trash around Compactor.**
2. Enter Trash Code # in the Monitor Located at the Compactor.
3. The door will buzz for 15 seconds. The door will open only during this time.
4. Place garbage in chute.
5. Close door. The compactor will start compacting and will Stop automatically. The door must be closed in order for compactor to operate.



Large / Oversized Items

Sec. 32-35. Disposal of residential and commercial non-residential household goods.

All residential and commercial nonresidential household goods such as furniture and appliances shall be placed at curbside to be removed by the City on specific dates established by the city manager. Items may be placed curbside for pickup no sooner than 24 hours prior to pickup. Customers must prearrange pickup with the Solid Waste Division no later than 48 hours prior to pickup. The schedule may be established by phone contact to the Solid Waste Division. Items must be incidental and not a part of remodeling, reconstruction, or renovation.

Sec. 32-34. Refuse type III (Construction & Demolition Debris) to be removed by property owner or contractor.

Refuse type III shall be removed by the owner or contractor responsible for such refuse and shall not be included in the collection service furnished by the city.

The City of Naples will provide this service for a minimum charge of \$50.00. Larger than normal loads may have an additional per cubic yard charge of \$12.50.

Please contact the Solid Waste Division at: (239) 213-4700 to schedule pickup



Commercial Garbage Collection Rules and Regulations

1. All dumpster lids and doors must be kept closed.
2. All food waste must be placed in plastic bags of at least one mil thickness and tied prior to disposal.
3. Styrofoam "peanuts" should be secured in bags prior to disposal to prevent spillage when the dumpster is emptied.
4. The following items cannot be placed inside dumpsters: Appliances, construction/demolition debris, dirt, stones, tires, hazardous wastes, paint, oil, and heavy steel items. (Customers are responsible for all damage and/or landfill surcharges caused by such material. Please call the Solid Waste Division for information concerning proper disposal of these materials).
5. Dumpster enclosures cannot be used for storage.
6. Truck access to dumpsters must be provided. Containers that are blocked by cars, delivery trucks, etc... are subject to additional fees for return trips.
7. Dumpsters must be placed in a location approved by the Solid Waste Division. The location must allow for safe and easy access to the dumpster. Placement of new dumpsters are subject to zoning ordinances and screening must be provided.
8. Drivers are not permitted to open or close gates or to push dumpsters. All gates on enclosures must be opened by the customer prior to collection.
9. Customers with dumpsters shall place rolling dumpsters to the designated area on pick up days.



Commercial Garbage Collection Rules and Regulations

10. **Dumpsters cannot be overfilled. Containers that are filled over the top will be subject to the following:**
 - 1) First occurrence—Written Warning
 - 2) Second occurrence—\$50.00 service charge
 - 3) Third occurrence—Automatic increase service to sufficient level.
11. **Dumpsters may not be emptied due to overfilling or restricted items being placed in the container. Customers are responsible for removing restricted items. Overfilled dumpsters will be charged a \$50.00 return trip charge.**
12. **Dumpster customers can call for special pick-ups of oversized items and extra pick-ups. There is a \$50 minimum charge for this additional service.**
13. **At the customer's request, the City will provide a dumpster locking device for a charge of \$50.**



If you have any questions, or need additional information, call 213-4700

Rules for Commercial Horticultural Open Top/Roll Off Containers

1. **Open top containers cannot be overfilled. Containers that are filled over the top will not be serviced. Customers are responsible for overfilled waste removal.**
 2. **Customer must provide truck access to the container. Containers that are blocked are subject to additional fees if a truck is required to return for collection.**
 3. **The following items cannot be placed in the horticultural container: Construction/demolition debris including dirt, stone, tires, hazardous waste, household garbage, cardboard, liquid waste including paint and oil, sod and steel items. (Customers are responsible for charges occurring from these items being placed in the horticultural container).**
 4. **Only Type II Refuse (Horticultural) can be placed into this container which includes all trimmings and accumulations of grass, weeds, palm fronds, leaves, flowers, shrubs, vines, tree limbs and other similar horticultural debris.**
 5. **Container must be placed in a location approved by the Solid Waste Division that allows for safe and easy access.**
- If you have any questions, or need additional information please call the Solid Waste Division at 213-4700.**



Commercial Garbage Cart Collection Rules and Regulations

1. Commercial customers who generate minimal amounts of waste, as determined by the Solid Waste Division, will be provided 96 gallon carts.
2. Carts must be placed within six (6) feet of the curb by 7:00 a.m. on the day of collection and returned before 7:00 p.m. Carts should be on a level surface, adjacent to where they will be emptied.
3. Carts are owned by the City. Any damage that occurs to the cart beyond normal wear-and-tear shall be the responsibility of the customer.
4. Carts shall be returned to the City when service is terminated.
5. Cart repairs, service changes, oversize pick ups and extra collections can be scheduled by contacting the Solid Waste Division at 213-4700.
6. No hazardous or liquid waste are allowed to be placed in the cart. Contact the Solid Waste Division on how to dispose of these materials.
7. If volume of waste is warranted a second cart can be added but dumpster service is more cost effective.



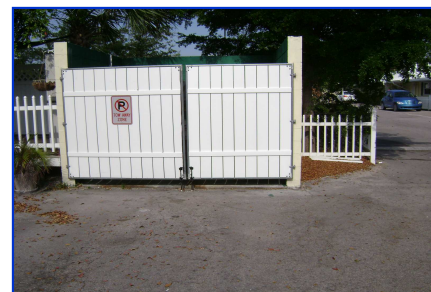
Dumpster Enclosure Specifications & Recommendations

CONTACT THE SOLID WASTE DIVISION

BEFORE ANY ENCLOSURE

CONSTRUCTION!

1. All enclosures must be maintained by the property owner or occupant.
2. Enclosures shall be located in such a manner that the container is not visible from the street or alleyway.
3. Container enclosures in commercial districts shall have a minimum interior dimension of twelve (12) feet by twelve (12) feet.
4. The height of the enclosure shall be no less than five (5) feet nor more than six (6) feet. Enclosure gates shall be provided if the container entrance is exposed to the street, or the alleyway.
5. The opening of the enclosure and the enclosure gates (if required) shall be the same width as the interior dimension of the enclosure.
6. Sliding gates over twelve (12) feet across are prohibited.



Dumpster Enclosure Specifications & Recommendations Continued



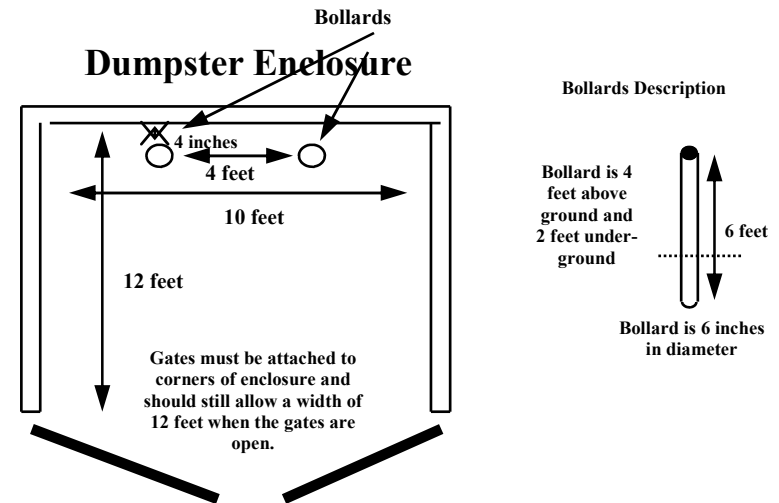
7. Gates must be attached to the corners of enclosure.
8. Gates must be able to swing back to the outer enclosure wall, in order not to impede driveways, alleyways and roadways when opened.
9. Gates should have mechanisms that prevent them from closing while the dumpster is being emptied.
10. Access driveways to the enclosure must have a minimum bearing capacity of 62,500 pounds and a minimum width of ten (10) feet of useable driveway.
11. Dumpster site requires review and approval by the Solid Waste Division.

**Should you have any further questions,
please telephone the City of Naples
Solid Waste Division at :**

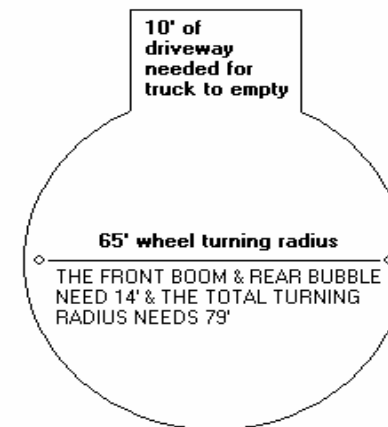
**Phone: (239) 213-4700
Fax: (239) 213-4775**

WWW.NAPLESGARbage.COM

Dumpster Enclosure Specifications



TURNING RADIUS SPECIFICATIONS



**DUMPSTER BIN SIZE AND TURNING
RADIUS FOR FRONT LOADING REFUSE**