



*"...meeting community needs...enhancing quality of life."*

Effective Date: January 16, 2014

## CITY OF APPLETON

### Residential Recycling Cart Exchange Policy

The objective of this policy is to establish the guidelines in which residential properties will be allowed to exchange their recycling cart for a different size cart.

#### PROCEDURE

All requests to exchange residential recycling carts shall be submitted to the Department of Public Works – Operations Division at 2625 E. Glendale Avenue.

#### APPROVAL CRITERIA

1. Requesting party must be the owner of the residentially zoned property of four (4) living units or less.
2. The owner's request shall include which unit(s) to assign the carts for billing purposes.
3. Recycling carts will be exchanged on a first-come first-served basis.
4. ~~No fee will be charged for property owners requesting an exchange by December 31, 2014.~~
5. ~~A \$100 cart exchange fee will be charged for all exchanges (for a smaller cart) after December 31, 2014.~~
4. **For smaller cart exchanges, a \$100 payment shall be received by the Department prior to cart exchange if the cart was exchanged within past 24 months.**
5. **A smaller size recycling cart shall only be available to properties with small and medium size refuse carts.**
6. Exchange fee will not apply for carts exchanged for routine maintenance, repair, or for exchanging to a larger size cart.
7. Lost or damaged carts due to property owner neglect may be subject to a \$100 replacement fee.
8. Recycling cart quarterly fee rates apply as approved by Council.