

More Information

How Do You Get Started?

Follow these steps to set up your recycling program or fine tune your current program.

1. *Get support from top management.*
Essential to the success of your program.
2. *Choose a recycling coordinator.*
3. *Define your program.*
Determine what will be recycled
Estimate the volume
**Tip – if you are a small business, consider consolidating with neighbor businesses.*
4. *Find a vendor (hauler) who will accept your items or choose to transport to a facility.*
5. *Choose the type of container(s) and where it/they will be placed.*
6. *Choose a central location for materials to be stored.*
7. *Decide who will transport recyclables to the storage area.*
8. **GET THE STAFF TO PARTICIPATE!**
9. *Follow up.*
Post results to employees and top management.
10. *Monitor the storage area to make sure waste is not being mixed in.*

These steps were taken from the WITT Company's "12 Easy Steps to Office Recycling". For more information on how to set up your recycling program, please call our office.

Resources Available Through Our Department

[Recycling Locations Directory](#)

Peoria County's guide for local recycling opportunities.
www.peoriacounty.org/recycle/locations

[Solid Waste Conversion Table](#) — Guide to converting recycled materials from cubic yards to pounds.

Mission Statement

Peoria County Government is financially sound and provides core county services in a cost-effective manner.

The County has a quality work force and an engaged citizenry.

The County is a regional leader.



Commercial Recycling Ordinance

Recycling & Resource Conservation

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Recycling Ordinance Information

What Is It?

The Commercial Recycling Ordinance (CRO) is a county-wide ordinance that states all businesses* in Peoria County must recycle two of their most quantified recyclables from their waste stream.

As basic as it appears, that's all there is to the CRO. Planning, implementing, and monitoring your recycling program takes a little effort from employees, but by doing this your company is helping the environment and saving money. By recycling, we save diminishing landfill space, conserve our natural resources, and reduce pollution.

What is a Business?

- Stores, markets, offices, restaurants, shopping centers, theaters, schools, churches, government offices, manufacturing facilities, etc.
- Service providers
- For profit and not for profit organizations
- Located in home, own building or building complex

Why Was the CRO Implemented?

The Illinois General Assembly, recognizing the solid waste management crisis that impacted all communities in the state, passed the Solid Waste Management Act and the Solid Waste Planning and Recycling Act (1988). With these Public Acts, the State of Illinois assigned to counties the responsibility for conserving remaining landfill space. Counties then developed,

adopted, and implemented plans to reduce reliance on landfills for waste disposal and established solid waste management plans for a 20-year period. These plans must seek to recycle at least 25% of a county's waste stream.

In order to meet the State mandate, the County of Peoria performed a study on waste disposal patterns. As 54% of the waste generated in Peoria County was from the commercial district, the County Board adopted the CRO in 1993.

*Business presentations are provided
free of charge.*

What Else Do You Need To Know?

Reporting is required!

To determine the County's recycling rate, the Recycling Office sends out quarterly reports to all businesses in January, April, July, and October.

Fill out what materials you are recycling and how much for that quarter, and then submit your report. Conversion charts are available to help you estimate amounts.

If you have any questions, our office can assist you.

Not All Businesses Are Alike

Since some businesses do not have the volume to justify recycling two items, exemptions were written into the CRO. There are two types of exemptions.

Exemption to Recycle One Item Criteria

1. There is only one recyclable, OR
2. There isn't a processor or end market within 50 miles of Peoria County that will accept your recyclables, OR
3. The volume of the second largest quantified recyclable is less than two (2) cubic yards per quarter.

If your business meets **one** of the above criteria, send us a letter on company letterhead stating which criteria you meet and what material you will be recycling.

Full Exemption Criteria

1. Your business has a total of less than 9,000 working hours for ALL employees, **AND**
2. Your business is in its own building, **AND**
3. Your business does not share waste containers with another business.

If you meet **all three** of these requirements, send a letter on your company letterhead specifying that you meet the criteria. All three items must be listed in your letter. Once approved, you will not be required to follow the conditions in the CRO.

(Businesses in shopping complexes or office buildings are not eligible for a full exemption.)

View a complete copy of the CRO online at www.municode.com and select 'Online Library'.