

Zero Waste Events Requirements:

Application timeline.

- The application form must be submitted at least 45 days prior to the event and all trash, recycle and compost bin reservation and ClearStream reservation requests must be submitted at least 30 days prior to the event.

Contents of application form.

All applicants must submit an Events Recycling Plan clearly stating all of the following:

- How event discards will be properly sorted into trash, recycle, and compost;
- Proof of reservation and payment or plan for post event collection services for trash, recycle and compost;
- Confirmation that you are responsible for your vendors following all regulations and requirements

If you have food or vendors at the event you must also state the following:

- Documentation that all foodservice ware intended for use at the event will be compliant with BMC Chapter 11.64 and state law regarding single-use foodware accessories and standard condiments;
- Documentation that all retailers and food vendors will be compliant with BMC Chapter 11.63 regarding carryout bags
- Plan for how excess edible food will be managed for safe donation after the event per BMC Chapter 12.34;
- Proof of an agreement with a local food recovery organization that will either receive or collect the excess edible food for donation, if the event or venue meets the threshold for large event or large venue as contained in the definitions per BMC Chapter 12.34;

Post event follow-up.

Events with 2,000 people or more are subject State diversion reporting.

- All event organizer or event greener must submit weight tickets and/or photo documentation verifying service levels and final contents of each material type for short term dumpster rentals, extra service or self-haul.

Conditional approval of permit.

The City Manager may impose additional conditions to a permit in the exercise of his or her reasonable discretion when conditionally granting a permit, including but not limited to:

- Requiring a third-party vendor to conduct education on proper trash, recycle and compost sorting at zero waste stations and for post-collection sorting after the event.
- Requiring reusable food service ware at the event.

Grounds for denial of application.

Permits for special events will be granted at the discretion of the City Manager. A special event permit application may be denied upon evidence that:

- The applicant has failed in the past to adhere to their Events Recycling Plan by neglecting to provide either trash, recycle and compost collection or compliant food service ware and/or the donation of excess edible food.

Revocation of event permit.

An event permit may be revoked at any time, including during the event, by the City Manager for;

- Failure to provide trash, recycle and compost collection or compliant food service ware and/or donation of excess edible food.