



## Business Recycling Guide

### Do you recycle paper and containers at your business?

If so, wonderful! If not, this information will help get you started. See below for guidelines on what to place in your mixed recycling bin at work, and how to recycle other common waste materials generated in the course of business.

### Recycling Requirement

First of all, do you know about the mandatory commercial recycling ordinance in Kane County that states that **all businesses are required to recycle**? The law also requires waste and recycling haulers to provide recycling services to all of their customers. This recycling rule includes paper, cardboard and containers. Please see the attached FAQs sheet below regarding the ordinance.

The full Ordinance can be found here:

<http://www.countyofkane.org/Recycling/Documents/Ordinance/RecyclingHaulerLicensingOrdinance.pdf>

### Single-stream Recycling



All paper, cardboard, and containers are included in single-stream recycling programs. **Paper** includes office paper, magazines, newspapers and cardboard boxes. **Containers** include metal cans; glass bottles and jars; and plastic bottles, tubs, jugs, and jars. It's really that simple! But for those of you who want more detail, the full list of items that can be recycled in your single-stream recycling containers can be found online here:

<http://www.countyofkane.org/Recycling/Pages/curbsideguidelines.aspx>

Single-stream recycling, where all recyclables can be combined in one container, makes it easy to implement. Installing small blue recycling containers inside the office alongside of each trash can, under counters or desks and larger containers near printers or in kitchens is the key to success, along with basic staff training. Please note that all material should be dumped into the recycling dumpster loose, not in a plastic bag! Work with custodial staff to make sure this is happening.

### Cost

Initially it may cost more, because like all services it does have a cost. However, after only a few months you can reassess and offset costs because you are diverting materials from your trash into recycling. Savings are created by reducing either the frequency of your trash collection or the size of your trash dumpster. Assessing what is in your waste streams and adjusting service levels helps to minimize cost and improve efficiency, while recovering valuable resources through recycling. Call your waste and recycling hauler and work together to customize your service as needed.

### Composting Food Scraps

Food makes up the largest percentage (over 20%) of all waste going into landfills. Many businesses are committed to reducing waste and composting their food scraps. If you are interested learning how to compost at your business, see the Illinois Food Scrap Coalition (IFSC) website here: [illinoiscomposts.org](http://illinoiscomposts.org), and be sure to check out We Compost ([illinoiscomposts.org/we-compost](http://illinoiscomposts.org/we-compost)), a voluntary recognition program for businesses that are already composting their food scraps.



**What about electronics, fluorescent tubes and hazardous waste?** Beyond single-stream recycling, you likely have other materials that you need to recycle or responsibly dispose of on a periodic basis, such as electronic equipment, fluorescent tubes, and hazardous waste.

## Electronics Recycling

Kane County has 3 year-round Recycling Centers that can now take electronics equipment from businesses, as well as residents.

**Aurora**, VetTech (the old Specialty Textile Group building)

**Location:** 911 N Lake Street, Aurora, IL 60506

**Hours:** M-F 8am-4pm

**Batavia**, Fabyan Parkway

**Location:** 517 E. Fabyan Parkway, Batavia, IL 60510

**Hours:** M-F 8am-4pm

**West Dundee**, Public Works

**Location:** 900 Angle Tarn, West Dundee, IL 60118

**Hours:** M-F 7am-3pm



Kane County holds a contract with **eWorks Electronics Services\***, a certified and registered responsible recycler, for the collection events and the Recycling Centers. As an added service they allow for delivery of business electronics to the [Recycling Centers in Kane County](#).

For large volumes, ongoing quantities, or specific documentation requirements, you may contact the county's contractor, eWorks (217-364-7472), for a customized quote and service program options. For one-time drop offs, please see the guidelines below.

### Guidelines for Delivery to Recycling Centers:

- Up to 2 pallets worth can be delivered without prior notice.
- Anything more than 2 pallets will require that you call to make an appointment (217-364-7472).
- Identify yourself as a business at the time of delivery (bring a business card or a tax ID #).
- You will pay the same cost for TVs and Monitors as residents do: TVs and Monitors cost \$25 (under 21" measured diagonally) or \$35 (21" or over). All other items are FREE to drop off.
- Businesses can pay with a credit card at the time of delivery.
- If certificate of recycling, data destruction, or an audit report is required, please contact eWorks in advance of delivery (217-364-7472) to make arrangements for documentation.
- See here for [Recycling Center locations](#).

## Fluorescent Tubes

In 1997 fluorescent lamps were designated by law as universal waste, a category of hazardous wastes, because of their mercury content, thereby banning them from landfill disposal. Residential material is exempt from this law, but businesses must contract for disposal services. In addition to the companies listed under Hazardous Waste below, these are two local companies that can assist small and large businesses with their responsible fluorescent light disposal needs:

- Everlights            877-934-9873
- Fluorecycle        815-363-4411

Ballasts (fluorescent light fixtures) can be taken to Elgin Recycling, 847-741-4100

## Hazardous Waste/Chemicals

The Naperville hazardous waste drop-off is also only for residential use, and does not accept material from businesses. Please contact one of the following Certified Hazardous Waste Companies that can serve small quantity business generated hazardous materials:

- Clean Harbors 800-645-8265 or 773-645-8265
- Heritage Environmental 800-552-5986
- R3 Environmental 847-488-1492
- Safety-Kleen 847-468-6600
- SET Environmental 847-537-9221
- Stericycle 877-927-8311
- Veolia Environmental 312-552-2800



## Kane County Green Business List

Do you already recycle food and drink containers, cardboard, and paper and pride yourself on your sustainability practices? Great! Do you make efforts to minimize waste, print on both-sides of your paper, narrow your margins in your printed documents, or use reusable glasses, plates, and utensils? Do you compost your food scraps, use energy efficient lighting, or practice water conservation?

If you answered YES to any of those questions, and would like to gain recognition for your efforts please engage with Kane County!

For more information on Sustainability see [countyofkane.org/sustainability](http://countyofkane.org/sustainability). And if you are a sustainable business & would like to join your fellow forward-thinking business owners on the Kane County Green Business List (<http://www.countyofkane.org/recycling/pages/greenBusinesses.aspx>) email [recycle@countyofkane.org](mailto:recycle@countyofkane.org), including your web address and any direct links to sustainability-related pages. Feel welcome to send photos!

**Questions?** Questions about recycling and waste service should be directed to your waste hauler. If you have questions about the Ordinance or about the Kane County Green Business List, or anything else in this document, please contact the Kane County Recycling Coordinator, at 630-208-3841 or [recycle@countyofkane.org](mailto:recycle@countyofkane.org)

# COUNTY OF KANE

DIVISION OF  
ENVIRONMENTAL & WATER RESOURCES  
Kenneth N. Anderson, Jr.  
Director



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Recycling Programs Office: (630) 208-3841  
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[www.countyofkane.org/Pages/facilities](http://www.countyofkane.org/Pages/facilities)

## Frequently Asked Questions on the KANE COUNTY MANDATORY COMMERCIAL RECYCLING ORDINANCE

COUNTY CODE: CHAPTER 11: ARTICLE IV. RECYCLING & HAULER LICENSING ORDINANCE (95-157)

### What Does This Law Require?

1. The law states that all commercial establishments in Kane County must separate recyclable material from the trash and that it is the duty of every owner, tenant, or occupant of a commercial establishment to store recyclables separately in designated containers [11-112, (a)].
2. Collection of recyclables from the commercial establishment shall be by a hauler licensed to operate in Kane County under section 11-113. The hauler may be selected by the owner or manager of such premises or by an association governing such premises, or by any municipal franchise [11-112, (b) 1].
3. Haulers must provide recycling service to any account for which they provide trash service [11-112, (b) 3].

### What Are The Penalties For Non-Compliance With This Ordinance?

Any commercial establishment or owner of a multi-family dwelling unit who violates any provision of the Ordinance shall be subject to a fine of not less than \$25 or more than \$100 per day in violation. Waste haulers are also subject to fines for non-compliance [11-114].

### My Building Is In a Municipality. Does This Law Cover Me?

Yes. The ordinance covers all commercial establishments and dwelling units in Kane County, whether in incorporated or unincorporated areas.

### What Is A "Commercial Establishment"?

Any building or any part of a building wherein commerce or business is conducted, both profit and not-for-profit, including but not limited to stores, markets, offices, restaurants, shopping centers, theaters, schools, libraries, churches, government offices, and manufacturing facilities.

(Continued on reverse)

## **How Do I Know Which Materials To Recycle?**

Check with your waste hauler or recycling contractor. Typical recyclable materials for commercial establishments include containers and paper such as aluminum and steel cans, glass bottles, plastic bottles, office paper, cardboard, etc.

## **Will Recycling Service Cost More?**

It doesn't have to. The cost of recycling service can be offset by reduced trash service costs, by diverting materials from your trash into recycling. Work with your waste hauler or recycling contractor, to assess types and percentages of recyclable materials currently in your waste stream, and customize your dumpster and cart sizes, in combination with monitoring and adjusting the frequency of your service, in order to minimize cost and improve efficiency.

## **What If My Business Only Has One or No Recyclable Materials?**

You may apply to the Kane County Division of Environmental Resources for a waiver.

## **What If My Business Leases Space, And The Property Owner Provides Trash Service?**

Whoever provides garbage service is the primary responsible party under the Ordinance. If the property owner does not provide recycling service, the owner is in violation of the Ordinance. However, tenants are also responsible for separating their recyclables and may be subject to a fine if they do not participate in the recycling program established by the property owner.

## **Are Businesses Required To Report Recycling Volumes To The County?**

Not if they recycle with a county-licensed waste hauler. That hauler is required to report volumes to the County. However, if a commercial establishment makes recycling arrangements with a non-county-licensed firm, the establishment must provide annual written documentation to the County of the total number of tons of material recycled.

## **For More Information, Please Contact:**

Recycling Program Coordinator  
Kane County Environmental Resources  
719 Batavia Avenue  
Geneva, IL 60134  
recycle@countyofkane.org  
630-208-3841