






Harford County Apartment and Condominium Recycling Program Guide for Property Managers


Getting Started

-  Examine your current waste collection.
 - How large are your containers?
 - How often are they collected?
-  Determine possible locations for recycling containers.
 - The recycling containers should be located next to the trash containers.

Develop Your Plan

-  Develop a recommended plan for storing recyclables in the home.
 - Provide containers or suggested container sizes that fit in the home.
-  Determine the number, type, and capacity of recycling containers.
 - Your recycling needs may vary so adjustments may be necessary.
-  Consider reducing the size of your trash containers and/or adjusting the frequency of pickups.
 - In Fiscal Year 2014, the county charges your hauler \$70.00/ton to dispose of trash. However, recycling is accepted for free.
 - Increased recycling may allow you to downgrade your trash service. Fewer pickups or smaller trash containers should lower your bills.
 - Remember that recycling containers should be located by trash containers to encourage recycling.

Contact Your Trash Hauler

-  Negotiate a collection contract that includes recycling or plan to self-haul the materials.
 - More recycling may lead to a downgrade in trash collection services, which should decrease your bills.
 - If self-hauling, consider:
 - Where you will take the materials?
 - How you will transport the materials?
 - How you will record the weight of the material?
 - How often you will transport the materials?

Create a Written Recycling Plan

- ♻️ Be sure to include
 - Number of units.
 - Collection containers (number and size) for both recycling and trash.
 - Include color and signage that denotes recycling containers as different from trash containers.
 - Collection company responsible for picking up recycling.
 - Note here if you self-haul materials and provide details as listed above.
 - Plan for recording the quantity of recyclable materials.
 - Your waste hauler should be able to provide you this information.
 - Education plan for residents.
 - Monitoring plan to assess participation and contamination.

Educate Your Residents

- ♻️ The success of your depends on the participation of residents.
 - Develop a plan to inform residents of the new recycling program.
 - Plan to send/post reminders at least twice a year.
 - Use county resources.
 - Visit www.harfordrecycles.org for posters, printable signage, and other resources.
 - Contact the Office of Recycling to schedule an educational session for your residents if desired.

Assess and Adjust Your Program

- ♻️ Line up staff and volunteer support.
 - The first few months are critical to the success of your program.
 - Consider appointing recycling coordinators for each building (Staff or Volunteers).
 - Post signage to remind residents what can and cannot be recycled.
 - Audit your recycling containers and take steps to reduce contamination.
 - Early discovery and correction of issues will avoid long-term problems.
 - Plan for continued education and outreach to ensure continued success.

HARFORD COUNTY OFFICE OF RECYCLING

3135 Scarboro Road
Street, Maryland
21154
Phone: 410-638-3417
E-mail: mfili@menv.com
www.harfordrecycles.org