

INSTRUCTIONS TO APPLICANTS APPLYING FOR A COMMERCIAL COLLECTION AND DISPOSAL LICENSE IN PASCO COUNTY UNDER CODE OF ORDINANCE CHAPTER 90, DIVISION II

1. Please delete all appropriate portions of the attached application and return the original application to:

PASCO COUNTY UTILITIES SERVICES BRANCH
PUBLIC WORKS/UTILITIES BUILDING
7530 LITTLE ROAD, SUITE 204
NEW PORT RICHEY, FL 34654

APPLICANTS APPLYING FOR INITIAL LICENSE

2. Applicants applying for an initial Commercial Collection and Disposal License to collect and dispose of solid waste in unincorporated Pasco County must submit with the application a check in the amount of Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00) with the application, the initial fee for the Commercial Collection and Disposal License, and a charge for the actual cost of the radio transmitter identification that is attached to each licensed hauler's garbage collection vehicle. The radio transmitter identification attached to each vehicle registers the truck automatically and eliminates interaction between the scale-house attendant and the truck driver, thereby speeding up the process of measuring and accounting for solid waste delivery to our facility. If, for any reason, your application for a Commercial Collection and Disposal License is denied by the Board of County Commissioners, the Two Thousand Five Hundred and 00/100 Dollars (\$2,500.00) application fee shall be nonrefundable. These fees and related charges may be amended from time to time by resolution of the Board of County Commissioners adopted at a public hearing.

APPLICANTS APPLYING FOR LICENSE RENEWAL

3. Applicants applying to renew a valid/active Commercial Collection and Disposal License to collect and dispose of solid waste in unincorporated Pasco County must submit with the application check in the amount of Five Hundred and 00/100 Dollars (\$500.00), the annual renewal fee for the Commercial Collection and Disposal License. The check shall be made payable to: Pasco County Board of County Commissioners. Applicants must also submit Two Hundred and 00/100 Dollars (\$200.00) for each vehicle for an inspection to be performed by the Solid Waste and Recovery Section. This check shall be made payable to: Pasco County Utilities Services Branch. If, for any reason, your application for renewal of your Commercial Collection and Disposal License is denied by the Board of County Commissioners, the Five Hundred and 00/100 Dollars (\$500.00) application fee shall be nonrefundable. These fees and related charges may be amended from time to time by resolution of the Board of County Commissioners adopted at a public hearing.
4. Each license issued hereunder shall be for a period of not more than one (1) year, commencing on the date issued, and expiring December 31st of the year of issue. Applications for renewal are the sole responsibility of the license holder and shall be filed with Pasco

County's Utilities Services Branch not later than November 1st of each year prior to the expiration date of the license. Failure to timely submit an application for renewal and all applicable fees shall automatically terminate the applicant's existing license as of December 31st without right of renewal.

5. All information required in this application must be supplied. An incomplete application may be returned to the applicant.
6. The Board of County Commissioners reserves the right to request additional information from an applicant.
7. All information supplied must be true and correct to the best information and knowledge of the applicant. Knowingly supplying false information may be considered grounds by the Board of County Commissioners for the denial or termination of a Commercial Collection and Disposal License.
8. Any license issued hereunder by the Board of County Commissioners shall be in the nature of a privilege subject to the terms and conditions of this ordinance and shall not be deemed to create a property interest with respect to the said license in the license holder. The Board of County Commissioners reserves the right to revoke any license for failure to comply with the terms and conditions of this ordinance, the license, or other applicable provisions of law, and to refuse to renew a license in the event such renewal conflicts with any portion of this ordinance, any amendment hereto, or any subsequent ordinance regulating the collection, transport, and/or disposal of solid waste.

9. List the names, street addresses, and mailing addresses of owners, directors, corporate officers, or principal officers of the business entity applying for a license. Also, include identifications of ownership interest:

10. Submit a full description of all collection vehicles and equipment owned, leased, or controlled by the applicant that will be used in the collection, transportation, and/or disposal of solid waste within Pasco County. (Please submit the descriptions of the equipment on the attached sheet identified as "Addendum 10-1".)

11. List the location of the ultimate disposal area within the Pasco County's Solid Waste Disposal and Resource Recovery System, including identification of any transfer stations to be utilized by the applicant:

12. For commercial and industrial accounts, submit a schedule indicating the number of collections by the size of collection container and weekly frequency of collection. Branding is required on all dumpsters up to and including 8 yard. Only the company's name shall be on the dumpster and identification of the size of the dumpster on the front - letter size at a minimum of 4" X 6" in bright colors. (Please submit this information on a separate sheet and identify the sheet as "Addendum 12-1".)

13. Submit a complete rate schedule depicting those rates which the applicant intends to charge for residential, commercial, and industrial collections. (Please submit this information on a separate sheet and identify the sheet as "Addendum 13-1".)

14. Submit a detailed map identifying the areas proposed to be serviced by the applicant.

15. Submit a detailed explanation of service to be provided. (Please submit this information on a separate sheet and identify the sheet as "Addendum 15-1".)

16. Submit financial statements prepared by an independent certified public accountant containing that information required for review of rates as set forth in Chapter 90, Section 48. The financial statements must also include a balance sheet and income statement.

(FOR APPLICANT'S INFORMATION ONLY)

Chapter 90, Section 46(12) and (13), provides that:

For license holders providing services in political jurisdictions outside Pasco County or municipalities within Pasco County not participating in Pasco County's Solid Waste Disposal and Resource Recovery System, the Board of County

Commissioners may require a separate vehicle identification design or scheme for all collection vehicles and equipment.

17. Does applicant have any previous or existing enforcement actions by any environmental regulatory agency for violations of any rules relating to solid waste handling, transport, or disposal?

Yes No . (If yes, please submit a detailed listing of such actions, including final adjudication of such actions, on a separate sheet and identify the sheet as "Addendum 17-1".)

18. Submit proof of all required insurance coverage as specified in Section 47(2) of this ordinance.

Chapter 90, Section 47, provides that:

The license holder shall maintain during the term of the license all auto, liability, and workers' compensation insurance, as required by the laws of the State of Florida, and shall further maintain comprehensive liability insurance coverage in such amounts as required by the State of Florida. Evidence of such required coverage shall be included in any application or renewal application. The County must be named as additional insured on the policy.

19. The following statement shall be signed by applicant:

I, _____, applicant, have read and am familiar with the requirements of the Code of Ordinance and Chapter 87-441, Laws of Florida, and agree to operate in accordance with such requirements in the event the license is granted.

Signed: _____

A copy of the "Pasco County Solid Waste Collection and Disposal Ordinance" may be obtained at the Utilities Services Branch, Suite 204. A fee of Twenty-Five (.25) Cents per page will be charged. The ordinance may also be obtained via the internet. Connect to the Pasco County Web Page (www.pascocountyfl.net) and click on County Attorney in the box on the left-hand side of the page titled "County Officials." The County Attorney link will open; click on Code of Ordinances. Another link will open; click on Pasco County Code of Ordinances. On the left-hand side, scroll down to Chapter 90—SOLID WASTE.

Section 12, Rates for Collection Service, of Chapter 90, Section 48, provides that:

- (1) All rates to be charged by the license holder shall be approved by the Board of County Commissioners in accordance with the requirements of this section.
- (2) All rates shall be based upon the reasonable operating expenses and capital requirements that the license holder demonstrates to Pasco County as necessary in the performance of its obligations under the license, plus either a pre-tax margin

(profit) factor not to exceed fourteen (14) percent of gross revenues, or, in the event the Board of County Commissioners performs a study on collection, transport, and disposal rates and determines it is in the best interest of the public to eliminate or modify the pre-tax margin factor, then such other profit factor as authorized by resolution of the Board of County Commissioners.

- (3) The rates as approved by the Board of County Commissioners will not include any disposal fee component, unless the license holder is charged directly for such disposal in the nature of a tipping fee, in which case such disposal fee will be treated as a pass-through cost to the consumer without any profit factor adjustment.
 - (4) Each application for approval of rates or rate changes shall be accompanied by the audited financial statements prepared by an independent certified public accountant identifying and segregating all revenues and expenses associated with the performance of the obligations under the license and the expected profit percentage of the license holder.
 - (5) The license holder may establish separate rates for different classes of consumers and for different services upon showing that costs of collection and/or transport of solid waste differs among the classes or services as established by the license holder. Separate rates may also be established for collection and disposal of hazardous waste in the event such service is provided by the license holder.
20. Submit a detailed listing of prior experience of the applicant in providing solid waste collection, transport, or disposal services. (Please submit this information on a separate sheet and identify the sheet as "Addendum 20-1".)
 21. Submit a listing of the number of personnel and classifications of positions to be utilized by applicant for providing service. (Please submit this information on a separate sheet and identify the sheet as: "Addendum 21-1".)
 22. Does applicant presently hold other licenses or franchises to collect, transport, or dispose of solid waste for municipalities within Pasco County or other political subdivisions adjacent to Pasco County? Yes No (If yes, please submit this information on a separate sheet and indicate separate vehicle identification design or scheme used in political subdivisions adjacent to Pasco County in accordance with Chapter 90, Section 62, and identify the sheet as "Addendum 22-1".)
 23. Submit a copy of your current Business Tax Receipt (f.k.a. Occupational License).

**Pasco County Commercial Collection Permit
Vehicle Identification**

Company Name:

Contact Person:

Telephone No.:

Fax No.:

Date:

	Company Unit No.	Make	Year	Vehicle ID No.	Transponder No.	License No.
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**Pasco County Commercial Collection Permit
Vehicle Identification**

Company Name:

Contact Person:

Telephone No.

Fax No.:

Date:

	Company Unit No.	Make	Year	Vehicle ID No.	Transponder No.	License No.
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