



**CITY OF ANN ARBOR, MICHIGAN**  
100 North Fifth Ave. P.O. Box 8647  
Ann Arbor, Michigan 48104-8647  
[www.a2gov.org](http://www.a2gov.org)



**SUBJECT: Recycling Enforced through Housing Inspections effective October 2009**

Dear Property Manager:

The City of Ann Arbor is committed to waste reduction and recycling and requires that all Ann Arbor residents participate in the city's recycling program. Ann Arbor is recognized by the U.S. EPA as one of the top 20 recycling communities in the U.S. We need assistance from you and your residents in our effort to meet our city-wide goal of 60% waste diversion.

Property managers are required to provide recycling containers at all of their property locations. According to the **City Code Chapter 26, section 2:5(3)a**:

*Every multifamily dwelling unit shall be provided with refuse and recycling container space. Each unit shall be equipped with approved refuse and recycling containers stored outside of the dwelling unit, sufficient to contain the refuse and recycling generated by that location until collected.*

To ensure that property managers are meeting this regulation, starting in October 2009, City of Ann Arbor housing inspectors will check for recycling containers at all housing locations as part of their housing inspections.

Recycling containers are available for Ann Arbor residences free of charge. Recycle Ann Arbor, the City of Ann Arbor's nonprofit recycling partner, can assist you and your staff with all of your recycling needs. Recycle Ann Arbor staff can conduct recycling assessments to determine the appropriate locations and number of recycling containers for your properties, offer presentations to educate residents and staff about recycling and waste reduction, and provide recycling informational packets and magnets for residents—all at no charge to you.

Please contact Kendra Pyle, Residential Recycling Coordinator, at Recycle Ann Arbor with any recycling questions at 734/662-6288 or [kendra@recycleannarbor.org](mailto:kendra@recycleannarbor.org).

Under the **Regulations of City Code Chapter 26, section R2:5(5)**:

*Residents must separate and properly prepare the following materials from their household solid waste for recycling collection. Recyclables must not be mixed with refuse, compostables or garbage (food waste).*

- **Container Recycling:** cans and aerosols; glass and ceramics; coated beverage cartons and aseptic boxes; plastic bottles #1, #2; and scrap metal
- **Paper Recycling:** newspaper; phone books and paperback books, magazines, mixed paper and "junk mail", paper bags, corrugated cardboard, and boxboard

To assist you in communicating this policy to your residents, we have enclosed a letter that you can copy and send to your tenants. This letter is included in the free recycling packets through Recycle Ann Arbor. You may request an electronic version by emailing [kendra@recycleannarbor.org](mailto:kendra@recycleannarbor.org).

Thank you in advance for your help in promoting recycling in Ann Arbor!

Sincerely,

Tom McMurtrie  
City of Ann Arbor Public Services

# RECYCLING INFORMATION

Dear Resident:

Welcome to the City of Ann Arbor! Recycle Ann Arbor is the City of Ann Arbor's nonprofit recycling partner, providing recycling services at no charge for Ann Arbor residents.

\_\_\_\_\_ (complex name/property mgmt name) has made a commitment to support recycling and a healthy environment and requires that all residents recycle as much material as possible.

Please review the enclosed information about how to recycle. All your recyclables need to be sorted into your housing unit's green and tan recycling carts or totes or the containers located near your complex's dumpsters.

**Papers** are collected in the **tan** carts, including:

- Magazines • Paperback Books • Catalogs • Phone Books • Home, School & Office Paper
- Junk Mail • Envelopes • Newspapers • Boxboard • Paper Bags

**Corrugated cardboard (boxes)** must be flattened, cut down to no larger than 2'x3', taped or tied into 6" bundles, and placed next to the papers container.

**Containers** are collected in the **green** carts, including:

- Plastic Bottles (#1 and #2 bottles only) • Milk Cartons • Juice Boxes • Drinking Glasses
  - Glass Bottles & Jars • Ceramic Dishes • Steel & Aluminum Cans • Foil • Pots & Pans
  - Metal Jar Lids • Empty Aerosol Cans • Scrap Metal (Up to 1 cubic foot, 20 pounds)
- (Food containers must be rinsed clean)*

**Additional items are accepted for free recycling at the Drop-Off Station**, including batteries, books, Styrofoam, clothing, printer cartridges, and plastic grocery bags (#2 and #4 only). The Drop-Off Station is open Monday-Saturday, 9-5, and is located at 2950 E. Ellsworth in Ann Arbor. For complete information, see the enclosed beige Drop-Off Station information card, call **(734) 971-7400** or visit [www.recycleannarbor.org](http://www.recycleannarbor.org).

**Recycle Ann Arbor's ReUse Center** offers a huge variety of new and gently-used building materials and household goods at affordable prices, including furniture, housewares, appliances, electronics, and sports equipment. The ReUse Center is open Monday-Saturday, 9-5 and Sunday, 10-2 and is located at 2420 S. Industrial Highway in Ann Arbor. Call **(734) 222-7880** or visit [www.recycleannarbor.org](http://www.recycleannarbor.org) for more information.

For more information about your recycling program, contact your property manager or Recycle Ann Arbor.

Thank you for recycling!

**Property Manager** \_\_\_\_\_  
Title \_\_\_\_\_  
Company \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

**Kendra Pyle**  
Residential Recycling Coordinator  
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