



City of Oakland  
**SOLID WASTE SELF-HAUL PERMIT**  
Process and Application



**SOLID WASTE SELF-HAUL PERMIT REQUIREMENTS**

A Person who has obtained a Self-Haul Permit, in accordance with Oakland Municipal Code [\(OMC\) 8.28.115](#), must:

- Meet the requirements of [OMC 8.28.140](#) by making accessible to all residential and commercial occupants, watertight receptacles with tight-fitting lids, in sufficient number and of sufficient capacity to (1) provide no less than 20 gallons of mixed material collection capacity per dwelling unit per week, and (2) hold all mixed materials, recyclable materials, and organic materials that are created, produced, or accumulated on such premises between the time of successive removals of such materials, which shall be **no less than weekly**.
- For residential rental property, consistent with [OMC 8.28.140.D](#), in addition to weekly removal of waste materials, provide to occupants services equivalent to those provided by the franchised service providers, including (1) providing adequate capacity to separate all recyclable materials and organic materials from the mixed materials, (2) annual collection of bulky goods, (3) annual collection of holiday trees, (4) separate collection of household batteries, (5) collection of used motor oil and filters upon request, and (6) at least annual education on the proper sorting of materials, proper disposal of hazardous materials, and a notification of all services provided by the self-hauler.
- Maintain an enclosure or other properly permitted structure on the premises to contain all mixed materials, recycling, and compost collection receptacles and screen them from the street ([Planning Code 17.124.045](#)).
- Deliver the solid waste, and non-recyclable bulky waste to a properly permitted solid waste transfer or disposal facility; deliver any organics to a properly permitted transfer facility, a material recovery facility, or a processing facility for processing; deliver any household batteries, used motor oil or used motor oil filters to a properly permitted oil recycling facility, and handle any other hazardous wastes in accordance with the law; and handle recyclable materials in accordance with the Alameda County Waste Management Authority Mandatory Recycling Ordinance, and the provisions of [OMC 8.28.30](#) addressing Collection of Recyclable Materials . Delivery by any person other than the Self-Haul Permit holder for the designated property is strictly prohibited, except in the case of Recyclable materials or certain bulky items.
- Maintain records indicating that solid waste created, produced, or accumulated on the premises was (1) removed at least once a week or more often as may be required to adequately serve the premises ([OMC 8.28.120](#)), and (2) disposed of and processed consistent with [OMC 8.28.115](#) , or (for appropriate organic materials) was composted onsite.
- Authorize City officials to inspect the premises at reasonable intervals to ensure Self-Haul Permit compliance.
- Pay an application fee and an annual fee, as established in the City's Master Fee Schedule, for recovery of the City's administrative costs associated with issuing the Self-Haul Permit and monitoring the permit holder's compliance with OMC requirements, including costs associated with periodic inspection of the premises.

**A Self-Haul Permit is only valid for a 12-month period from the date of issue, and is not transferable.**



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**THE SELF-HAUL PERMIT APPLICATION PROCESS**

Under the Oakland Municipal Code (OMC 8.28), every owner of any premises shall ensure that arrangements are made to properly dispose of the solid waste created, produced, or accumulated on the premises through either maintaining a subscription for regular solid waste collection service from the City's Mixed Materials and Organics (MM&O) collector (Waste Management of Alameda County) and Residential Recycling (RR) collector (California Waste Solutions)<sup>1</sup>, or by the owner or occupant who has obtained a **Self-Haul Permit** from the City. In addition, it is unlawful for any person other than the franchised collector to collect or haul any mixed materials or organics from premises within the City, with certain exceptions, including persons who haul mixed materials and organics pursuant to a **Self-Haul Permit**.

To apply for a Self-Haul Permit, complete and submit the appropriate application form as follows:

Single-unit RESIDENTIAL properties:

- If occupied by the owner-applicant, use **SINGLE UNIT OWNER-OCCUPIED RESIDENTIAL SERVICE PROPERTIES APPLICATION**.
- If NOT occupied by the owner-applicant, use **MANAGED OR MULTI-UNIT RESIDENTIAL SERVICE PROPERTIES APPLICATION**.

Two or more unit RESIDENTIAL properties:

- Use **MANAGED OR MULTI-UNIT RESIDENTIAL SERVICE PROPERTIES APPLICATION**.

A **processing fee of \$555.32** must be submitted with each Self-Haul Permit application. Enclose a check payable to "City of Oakland" in the amount of \$555.32. An on-site inspection of your property is required. Should the City issue a Self-Haul Permit, it will be valid for 12 months from the date of issuance, subject to revocation by the City if the permit-holder does not comply with the terms of the permit. The cost of the **Self-Haul Permit annual renewal is \$370.22**. All fees are subject to adjustment by the City Council.

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<sup>1</sup> Additional options for legal self-haul of *recyclable materials only* are listed in [OMC 8.28.30](#).



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**SELF-HAUL PERMIT APPLICATION FOR:**  
**SINGLE UNIT OWNER-OCCUPIED RESIDENTIAL PROPERTIES**

**APPLICANT CONTACT INFORMATION:**

Applicant's Name: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred Contact Method:  Phone  Email

**APPLICANT RESIDENCY INFORMATION:**

Applicant is:  Owner-Occupant  Owner Non-Occupant  Occupant Non-Owner

*(If Owner Non-Occupant, use the **MANAGED OR MULTI-UNIT RESIDENTIAL SERVICE PROPERTIES APPLICATION.**)*

How long has Applicant resided at this address? \_\_\_\_\_

**PROPERTY INFORMATION:**

Self-Haul Property Address: \_\_\_\_\_ Zip: \_\_\_\_\_

There is only one residential unit on this property.

*(For two or more units use the **MANAGED OR MULTI-UNIT RESIDENTIAL SERVICE PROPERTIES APPLICATION.**)*

There are no commercial units on this property.

Total Number of **Residents**: \_\_\_\_\_

**CURRENT SERVICE INFORMATION:**

Do you currently subscribe to Trash service from Waste Management of Alameda County?  Yes  No

Current billing service level: \_\_\_\_\_ Gallons Trash Service

*(Please attach a copy of your most recent bill with your completed application.)*

How long have you subscribed at this service level? \_\_\_\_\_

Service day:  Mon  Tues  Wed  Thurs  Fri

Current size and number of containers on site:



**Carts**

**TRASH** (Number of Carts): \_\_\_\_\_ 20 gal \_\_\_\_\_ 32 gal \_\_\_\_\_ 64 gal \_\_\_\_\_ 96 gal

**COMPOST** (Number of Carts): \_\_\_\_\_ 20 gal \_\_\_\_\_ 32 gal \_\_\_\_\_ 64 gal \_\_\_\_\_ 96 gal

**RECYCLE** (Number of Carts): \_\_\_\_\_ 20 gal \_\_\_\_\_ 32 gal \_\_\_\_\_ 64 gal \_\_\_\_\_ 96 gal

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**WASTE GENERATION INFORMATION (WHAT MATERIALS ARE GENERATED?):**

Please estimate how much of each material is currently set out for disposal each week? (Estimate in gallons or percent each cart is full):

**TRASH:** \_\_\_\_\_

**COMPOST:** \_\_\_\_\_

**RECYCLING:** \_\_\_\_\_

Please indicate (to the best of your knowledge) what additional waste materials were produced or accumulated on the property in the past year (describe type and estimate quantity):

**Bulky Items:** \_\_\_\_\_

**Holiday Trees:** \_\_\_\_\_

**Household Batteries:** \_\_\_\_\_

**Used Motor Oil and/or Filters:** \_\_\_\_\_

**Household Hazardous Waste:** \_\_\_\_\_

**Other (describe):** \_\_\_\_\_

**SELF-HAUL PLAN (WHAT ARE YOU PROPOSING TO DO?):**

**CONTAINERS:** What size, type and quantity of containers (e.g., cans, tubs, carts) will you use for the collection and storage of materials on your premises between deliveries to a disposal facility?

Mixed Materials: \_\_\_\_\_

Organics: \_\_\_\_\_

Recycling: \_\_\_\_\_

**DISPOSAL (DESTINATION, METHOD, FREQUENCY):**

**Mixed Materials (Trash):** Where do you intend to deliver mixed materials (Trash) for disposal? Provide names and addresses of facilities.

\_\_\_\_\_  
\_\_\_\_\_

How will you deliver the materials? \_\_\_\_\_

How often? \_\_\_\_\_

(NOTE: For health and safety reasons, [OMC 8.28.140](#) requires removal of Trash and Organics no less than weekly.)

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**Organics:** Where do you intend to deliver organic materials (e.g., food scraps and plant trimmings) for compost processing? Provide names and addresses of facilities.

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How will you deliver the materials? \_\_\_\_\_

How often? \_\_\_\_\_

(NOTE: For health and safety reasons, [OMC 8.28.140](#) requires removal of Trash and Organics no less than weekly.)

Do you intend to compost any organic materials on site?  YES  NO

**If yes:** What method of composting will you use onsite? \_\_\_\_\_

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How will you ensure organic materials not suitable for the home composting system described above are properly disposed of? \_\_\_\_\_

**Recycling:** Where do you intend to deliver recyclable materials for processing? Provide names and addresses of facilities.

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How will you deliver the materials? \_\_\_\_\_

How often? \_\_\_\_\_

**Bulky Items:** You may elect to self-haul bulky items, or you may hire a company that provides the service of removing debris from your property (not from the curb). Please describe your plans for handling bulky items (including Holiday Trees) if they differ from the Trash, Compost and Recycling plans described above.

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**Hazardous Materials:** Where do you intend to deliver the hazardous materials listed below for processing or disposal?

**Household Batteries:** \_\_\_\_\_

**Used Motor Oil and/or Filters:** \_\_\_\_\_

**Household Hazardous Waste:** \_\_\_\_\_

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**APPLICATION AUTHORIZATION:**

The City will process this Self-Haul Permit Application upon receipt of fee payment. If review of the Application indicates permit eligibility, an Oakland Public Works inspector will contact you to make an appointment to review your plan and inspect your property to confirm proper handling of waste materials.

By signing this form, I, \_\_\_\_\_, hereby declare that the answers above are true  
(name)  
to the best of my knowledge, under penalty of perjury, that I am the  Owner *or*  Occupant *or*  Both  
of \_\_\_\_\_, Oakland, CA, and that I:  
(street address)

- request a Self-Haul Permit
- acknowledge my responsibility to notify all occupants of the terms and conditions of the permit upon issuance
- authorize Oakland Public Works to perform an initial inspection of my property
- authorize Oakland Public Works to perform additional inspections of the property as needed
- acknowledge the terms and conditions of the permit when issued, including, but not limited to providing records upon request and maintaining the property in compliance with Oakland Municipal Code health and safety requirements

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**APPLICATION FEE:**

A **processing fee of \$555.32** must be submitted with each Self-Haul Permit application. Enclose a check payable to "City of Oakland" in the amount of \$555.32. An on-site inspection of your property is required. Should the City issue a Self-Haul Permit, it will be valid for 12 months from the date of issuance, subject to revocation by the City if the permit-holder does not comply with the terms of the permit. The cost of the **Self-Haul Permit annual renewal is \$370.22**. All fees are subject to adjustment by the City Council.

**Submit with payment to:**

City of Oakland  
Public Works Agency  
Environmental Services Division – Self-Haul Permits  
250 Frank H. Ogawa Plaza, Suite 5301  
Oakland, CA 94612  
Phone: (510) 238-SAVE (7283)      Email: [Recycling@oaklandnet.com](mailto:Recycling@oaklandnet.com)

*For internal use only.*

Inspector:

**Incident Number** \_\_\_\_\_

Approved     Denied