



CITY OF SAN JOSE

**Planning, Building and Code Enforcement
 c/o Development Services, Planning Counter
 200 East Santa Clara Street, Tower-1
 San José, CA 95113-1905
 Website: www.sanjoseca.gov/planning**

**ADMINISTRATIVE PERMIT APPLICATION
 (RECYCLING FACILITIES -- SEE ADDITIONAL INSTRUCTIONS)**

Permit for the placement of a maximum of 3 reverse vending machines of no more than 50 cubic feet in bulk and no more than 8 feet in height and/or for the placement of collection containers occupying an area not to exceed 500 square feet outdoors in the Commercial, Industrial and PD Zoning Districts.

TO BE COMPLETED BY PLANNING STAFF			
FILE NUMBER AP		RECEIPT # _____	
PROPERTY LOCATION		DATE _____	
ZONING	PD ZONING FILE #	AMOUNT _____	
QUAD #	PERMIT FILE#	BY _____	
SUBJECT TO CONDITIONS	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	DATE	BY
TO BE COMPLETED BY THE APPLICANT (PLEASE PRINT OR TYPE)			
PROPERTY LOCATION			
ASSESSOR'S PARCEL NUMBER(S)			
PRINT NAME OF APPLICANT BUSINESS			
PRINT NAME OF CONTACT PERSON			
ADDRESS	CITY	STATE	ZIP CODE
DAYTIME TELEPHONE # ()	FAX TELEPHONE # ()	E-MAIL ADDRESS	
SIGNATURE			DATE
PROPERTY OWNER			
PRINT NAME OF PROPERTY OWNER			
ADDRESS	CITY	STATE	ZIP CODE
SIGNATURE			DATE
Please continue to PAGE 2...			

PLEASE MAIL THIS APPLICATION TO THE ADDRESS LISTED AT THE TOP OF THE PAGE OR SUBMIT THIS APPLICATION IN THE DROP-OFF BOX LOCATED AT THE PLANNING INFORMATION COUNTER (NEAR WINDOW#33) AT THE DEVELOPMENT SERVICES CENTER, 1ST FLR, CITY HALL.

FILE NUMBER AP

In addition to the completed application, the following items are required:

- FILING FEE** (see fee schedule)
- ASSESSOR'S PARCEL MAP** marked with the project location.
- PHOTOGRAPHS** of existing building and proposed location for recycling facility.
- THREE (3) COPIES** of the development plans that include:
 - a. A **site plan drawn to scale** showing the location of the proposed recycling facility on the subject property.

CONDITIONS OF APPROVAL

FOR REVERSE VENDING MACHINES

I hereby declare that reverse vending machines:

1. Shall be established in conjunction with a fixed base host business which is in compliance with the zoning, building and fire codes of the City of San Jose;
2. Shall be located within 15 feet of the entrance of the host business and shall not obstruct pedestrian or vehicular circulation;
3. Shall be constructed and maintained with durable waterproof and rustproof material and shall be covered;
4. Shall be clearly marked to identify the type of material to be deposited;
5. Sign area shall be maximum of four(4) square feet, and sign(s) shall be attached to the machines;
6. Shall be no more than 3 machines per host business; and
7. Shall be no more than 50 cubic feet in bulk and no more than 8 feet in height.

FOR COLLECTION FACILITIES

I hereby declare that:

1. Facility shall be established in conjunction with a fixed base host business which is in compliance with the zoning, building and fire codes of the City of San Jose;
2. Containers shall be constructed and maintained with durable, waterproof and rustproof material and shall be covered;
3. Containers shall be clearly marked to identify the type of recyclable or recyclables which may be deposited;
4. Facility shall be clearly marked to identify the name and telephone number of the facility operator;
5. Site shall be swept and maintained in a dust-free, litter-free condition on a daily basis;
6. The facility shall be placed on a site so as not to obstruct on-site or off-site pedestrian or vehicular circulation;
7. Enclosures shall be provided for attended facilities;
8. Facility shall be setback at least 10 feet from any street line;
9. The facility shall not impair the landscaping required for any concurrent use by this Title or any permit issued pursuant thereto;
10. Noise level shall not at any time exceed 55 dBA as measured at the property line of residentially zoned or occupied property; otherwise shall not exceed 70 dBA;
11. Facility shall not include power-driven sorting and/or consolidation equipment, such as crushers or balers; bulk reverse vending machines may be permitted;
12. Signage: unattended containers not over 50 cubic feet in bulk and not over eight (8) feet in height shall have no more than four (4) square feet of sign area; and other containers or units shall have one flat-mounted sign per side of container or wall of enclosure of twenty (20) percent of the surface of the side or six (6) square feet, whichever is greater;
13. The minimum average illuminated on the site shall be 1/2 foot-candle;
14. Use of the facility for collection of refuse or hazardous waste, as defined in Section 9.10.280 and 9.10.150 of Title 9, is prohibited;
15. For an attended facility, a minimum of one (1) parking space per attendant shall be provided;
16. The facility shall be located in such that any required parking for the host business is not displaced.
17. Facility shall be removed from site on the day following permit expiration;
18. Attended facilities shall be in operation only during the hours of operation of the host business; and
19. The facility shall conform to all development regulations for the zoning district in which it is located.

I understand that this permit is not transferrable or assignable.

I hereby accept the above stated conditions and understand that this permit is subject to revocation if it is conducted in such a manner as to cause a nuisance as fined by Title 20 of the San Jose Municipal Code.

I hereby declare, under penalty of perjury, that the foregoing information given by me is true and correct and that the Administrative permit issued herein will be maintained in conformity to each and every one of the aforementioned conditions.

SIGNATURE OF APPLICANT X	DATE & PLACE
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