

Kentucky Department for Environmental Protection
Division of Waste Management
Recycling and Local Assistance Branch
300 Sower Boulevard – Frankfort KY 40601
(502) 564-6716

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Area Solid Waste Management Plan - Five Year Update
Years 2023 - 2027

1. BACKGROUND INFORMATION

A. Area Designation

1. Name of County or Regional Solid Waste Management Area ("RSWMA") Franklin

Check One: ☒ County ☐ Regional Solid Waste Management Area ("RSWMA")

If area designation is a RSWMA, list counties:

2. List all incorporated cities within the solid waste management area and the population of each.

1.) Frankfort 28,602	2.)	3.)
4.)	5.)	6.)
7.)	8.)	9.)

B. Governing Body Information

1. Designation Type: ☒ Fiscal Court ☐ 109 Board (Taxing) ☐ 109 Board (Non-taxing) ☐ Regional Area ☐ City/County Merger

2. Name of chairperson of the governing body (judge executive, chairperson, etc.) Huston Wells, Judge/Executive

3. List each member of the governing body:

1.) Sherry Sebastian, 1 st District Magistrate	2.) J.W. Blackburn, 2 nd District Magistrate	3.) Michael Mueller, 3 rd District Magistrate
4.) Scotty Tracy, 4 th District Magistrate	5.) Marti Booth, 5 th District Magistrate	6.) Lambert Moore, 6 th District Magistrate
7.)	8.)	9.)

4. Address: 321 W Main Street

City: Frankfort	State: KY	Zip Code: 40601
5. Telephone: 502-875-8751	6. Fax: 502-875-8755	7. Email: Huston.wells@franklincounty.ky.gov

C. Solid Waste Coordinator Information

1. Name of Coordinator: Brittany Woodward

2. Address: 321 W Main Street

City: Frankfort	State: KY	Zip Code: 40601
3. Telephone: 502-875-8751	4. Fax: 502-875-8755	5. Email: brittany.woodward@franklincounty.ky.gov

6. Work Status (check one):

☐ Volunteer ☒ Full-time ☐ Part-time

7. Hours worked per week: 37.5

D. Advisory Committee

List the names and representative bodies of the advisory committee members.

Name	Representing
1.) Leesa Unger	City of Frankfort Commissioner
2.) Michael Mueller	Business Owner, Inside Out Designs
3.) Byron Roberts	City of Frankfort Solid Waste Superintendent
4.) Mike Nolan	Citizen
5.) Jill Robinson	Citizen
6.) Keenan Bishop	University of Kentucky, Franklin County Cooperative Extension

7.) Steve Coleman	Franklin County Conservation District
8.) Harry Carver	Downtown Frankfort, Inc.
9.) Diane Dickinson	Citizen
10.) Nat Colten	Kentucky State University
11.) Kay Harker	Citizen
12.) Birch Bragg	Business Owner, Locals Food Hub and Pizza Pub
13.) Fred Goins	Citizen
14.) Tambra Harrod	Deputy Judge/Executive

E. Preparer Information

Complete this section, if the preparer is different than the solid waste coordinator.

1. Name:

2. Address:

City:	State:	Zip Code:
3. Telephone:	4. Fax:	5. Email:

F. Resolution/Ordinance to Adopt Solid Waste Management Plan 5-Year Update1. Check one: ☒ Resolution ☐ Ordinance

2. Public Notice Date: August 3, 2022

3. Date Signed: September 23, 2022

4. The following documents must be attached. Check all that have been attached and place at the end of the report with a cover sheet labeled "Chapter 1 Attachments."

☒ A signed and dated copy of the resolutions/ordinance adopting the 5-year update☒ A dated original of the public notice, or a copy and an affidavit from the newspaper by whom the notice was originally published☒ Area Designation**2. COLLECTION SYSTEM****A. Collection System**1. Ordinance Type (check one): ☒ Mandatory ☐ Universal

Date passed: August 10, 1990; updated March 12, 2019

2a. Provide a detailed description of all the collection systems in your SWMA (collection systems include: franchise, permit, municipality owned/operated, private, staffed transfer stations and staffed convenience centers, etc.)

City of Frankfort: The city of Frankfort provides a municipally operated curbside collection system for the approximately 10,000 homes located in the incorporated area of Frankfort. This service includes rolling trash and recycling carts that are collected curbside weekly. Residents have the choice of two different sized containers, paying a one-time fee to upgrade or downgrade the container. Within this system are bimonthly "free weeks", where residents may place a reasonable amount of extra waste on the curbside to be collected at no cost. City of Frankfort also has a drop off facility for residents who may not have curbside recycling services.

Franklin County: Franklin County provides a franchise curbside collection system for the approximately 9,700 homes in the unincorporated area of Franklin County. This system awards a contract to a private hauler, currently Central Kentucky Hauling, for the exclusive right to collect residential garbage and recycling. The county's system provides one 95-gallon trash cart and one 95-gallon recycling cart to each residence and buildings with four or less residential units. Also included in this system is a set rate for residents needing to dispose of bulk waste items, currently set at \$17.10 per load. Franklin County's residents do not pay an additional fee for the garbage system and funding comes from the general fund of Franklin County Fiscal Court's budget, which is based on tax dollars.

Both systems do not collect waste from businesses or housing complexes with more than four dwelling units. These entities are free to utilize any of the open market haulers that service Franklin County. The following are servicers here in Franklin County: Central Kentucky Hauling, City of Frankfort Sanitation, Republic Services, Rumpke.

2b. Attach a signed and dated copy of the current solid waste management ordinance(s) including all related amendments. Place at the end of the report with a cover sheet labeled "Chapter 2 Attachments."

3. Describe your annual waste hauler registration process including the annual requirement to file reports:

Franklin County has an open market system for nonresidential customers, meaning there are multiple waste haulers who operate in the city and county serving businesses and apartments, in addition to the franchise hauler for residential homes. The annual registration process requires all haulers, residential franchise included, to complete Form DEP 5033 to be submitted to the Franklin County Solid Waste Coordinator and approved through the Fiscal Court with the annual Solid Waste Management report. Information collected includes contact information, client numbers, tonnage of waste collected, and tonnage of recyclables collected by commodity. All haulers in the county are expected to register with Occupational Tax office and maintain proper insurance requirements annually.

B. Collection System Strengths

Describe the strengths of your collection system:

- The Solid Waste Ordinance is current and adequately addresses the residential collection needs of the community.
- There is adequate oversight and enforcement of the Solid Waste Ordinance.
- The county's franchise contract provides a competitive, flat rate service fee and recycling revenues to the county.
- Solid waste collection is a no-fee service to residents of Franklin County.
- City and County collection systems include weekly trash and recycling collection.
- City and County collection systems include options for bulky waste.
- Collection services are advertised in a variety of ways for residents, including a free smart phone application.
- Community outreach measures are included in the County's hauling contract.

C. Collection System Weaknesses

Describe the weaknesses of your collection system:

- Curbside collection is not offered for housing with over four units or businesses via the City and County's contracts.
- The open market system is difficult to track and report on.
- The no-fee system for collection does not offer recycling or reduction initiatives.
- The no-fee system is a source of contention within the local governments – re: costs associated and lack of revenue.

D. Collection System Implementation ScheduleList a detailed account of specific actions or projects the governing body will complete to maintain or improve the collection system, the frequency at which such actions will take place, a date for commencement of the activities and a date at which the activities will cease. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Monitor residential hauling agreement for compliance	Ongoing	01/2023	12/2027
2.) Identify the number of small businesses and the interest for City/County trash and recycling service	Once	01/2023	12/2025
3.) Participate in community events to educate about collection system via handouts and discussion with residents	Ongoing	01/2023	12/2027
4.) Revise FrankWASTE application to reflect updates and changes to waste collection in the City and County, including service alerts and events	Ongoing	01/2023	12/2027
5.) Create and maintain a list of organizations that accept donations within the County to help increase the landfill diversion rate	Ongoing	01/2023	12/2027
6.) Consult with Occupational Tax office to identify and reach out to haulers that do not submit 5033 forms	Yearly	01/2023	12/2027
7.) Review options for solid waste fee for residents with City and County officials to generate revenue and create initiatives for less waste generated	Once	01/2024	12/2026
8.) Update the collection hauler list as part of form 6061, the Annual Reporting form required by the State	Yearly	01/2023	12/2027

3. DISPOSAL SYSTEM**A. Disposal System**

1. Provide SWMA population and municipal solid waste disposal projections for five (5), ten (10), and twenty (20) years in the future.

Population 2028: 51,001	Population 2033: 51,115	Population 2048: 52,000
Waste Generation Projection 2023 – 2027: 205,576 Tons	Waste Generation Projection 2028 – 2032: 411,083 Tons	Waste Generation Projection 2033 – 2037: 411,200 Tons

2. List all contained landfills, including out-of-state landfills that will be used by your governing body during the 5-year update period. Provide capacity assurance letters demonstrating a minimum of 10 years of capacity from the landfill(s) and copies of any contractual agreements with those disposal facilities. Place at the end of the report with a cover sheet labeled "Chapter 3 Attachments."

1.) Landfill Name: Benson Valley Landfill		Permit #: 037-00009
Address: 2157 Highway 151		
City: Frankfort	State: Kentucky	Zip Code: 40601
2.) Landfill Name: Morehead Landfill		Permit #: 103-00007
Address: 300 Old Phelps Rd		
City: Morehead	State: KY	Zip Code: 40351
3.) Landfill Name:		Permit #:
Address:		
City:	State:	Zip Code:
3. Provide a complete inventory of all disposal facilities currently operating in your SWMA. Facilities to include are: contained landfills, construction/demolition debris landfills greater than one acre, incinerators or other technologies that accept municipal solid waste and medical waste incinerators that accept medical waste from other sources.		
1.) Facility Name: Benson Valley Landfill		Ownership: Republic Services of Kentucky, LLC
Address: 2157 Highway 151		
City: Frankfort	State: Kentucky	Zip Code: 40601
Cost to users: \$65.00 + fees minimum; \$88.18 + fees MSW (\$/Ton)		Life expectancy: 35 Years
Level of compliance with state and federal laws: Currently in compliance		
2.) Facility Name: Franklin County Livestock Compost Facility		
Address: 321 W Main Street / US Highway 127 N		Ownership: Franklin County Fiscal Court
City: Frankfort		
Cost to users: n/a (\$/Ton)	State: Kentucky	Zip Code: 40601
Level of compliance with state and federal laws: Currently in Compliance		Life expectancy: 30 + Years
4. SWMA's hosting a landfill must complete question 4. All other SWMA's may proceed to question 5.		
4a. Identify the following for each contained solid waste disposal facility hosted in your SWMA:		
Landfill: Benson Valley Landfill		Permit #: 037-00009
Total capacity authorized to date: Tons		
Amount disposed in landfill to date: Tons		
Remaining authorized capacity: 0.00 Tons		
5. Describe any proposal(s) for new disposal facilities or expansions of existing disposal facilities (landfill, incinerators, or other approved technologies, etc.) planned during the 5-year update period:		
<p>The County has plans to work with other community partners (City of Frankfort, Kentucky State University, UK Cooperative Extension, and Franklin County Conservation District [possibly additional groups]) to start a food waste composting operation. The research will begin in early 2023, with hopes of funding and opening the facility by the end of this plan-period. Capacity is unknown at this time as it is currently in the very beginning stages of design.</p>		
6. Describe the county's emergency disaster plan to address solid waste concerns in the event of natural disasters (flooding, snow/ice storms, tornadoes, earthquakes, etc.):		
<p>In 2016, Franklin County Fiscal Court approved a Disaster Debris Management Plan. This plan outlines procedures for removing all types of solid waste in the event of any natural disaster within the county. The plan details approved methods for disposal of each type of potential debris, storage sites within the county, and protocols for county departments and outside contractors who will assist with debris management. Franklin County's plan was approved by FEMA in January of 2018.</p>		

7. Describe plans to research alternative approaches to solid waste management:

Franklin County is working diligently to find alternatives to landfill disposal. The County plans to continue the yard waste and livestock composting programs, with the possible expansion to food in this next five-year period. The Solid Waste departments (City and County) are also researching anaerobic digestion to see if it would be feasible in the area. The Solid Waste Coordinator also holds classes on various diversion methods and plans to continue interactive chats with residents encouraging them to follow the principles laid out in the five Rs: refuse, reduce, reuse, rot, and recycle.

The Solid Waste Coordinator wants to research options with surrounding counties to add additional tire disposal options for residents, via working with a recycler in the area.

B. Disposal Practices Strengths.

Describe the strengths of your existing disposal practices:

- The County maintains a livestock compost facility that provides opportunities for yard waste diversion.
- The County maintains a landfill license fee ordinance.
- An approved Disaster Debris Management Plan is in place.
- The City and County have a comprehensive disposal system in place, taking advantage of the County's hosted landfill and curbside waste hauling services.
- The City and County provide integrated methods for disposing of bulky waste, appliances, compostable waste, HHW, e-waste, and general MSW.
- The county has proximity and access to multiple landfills, including one with CDD capabilities.
- The solid waste management ordinance has been updated to include provisions for all utilized waste streams.

C. Disposal Practices Weaknesses.

Describe the weaknesses of your existing disposal practices:

- Frequency of HHW and waste tire collections could be increased.
- Separation of City and County collection and disposal services creates confusion among residents.
- Some hard to recycle materials (agriculture materials, Styrofoam, etc) have no option but the landfill.

D. Disposal Implementation Schedule

List a detailed account of specific actions or projects the governing body will complete to maintain or improve its disposal system, the frequency at which such actions will take place, a date for commencement of the activities, and a date at which the activities will cease. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Identify collaborative opportunities with City of Frankfort for joint disposal program.	Ongoing	1/2023	12/2027
2.) Investigate options for more frequent HHW and tire disposals, including regional partnerships, and apply for grant funding where needed.	Ongoing	1/2023	12/2027
3.) Improve resident education on various disposal methods through outreach, advertisements, printed and online materials, and FrankWASTE updates.	Ongoing	1/2023	12/2027
4.) Explore opportunities for community composting and/or anaerobic digestion with community partners.	Ongoing	1/2023	12/2027
5.) Install additional public space garbage and recycling containers in high traffic areas of the City and County.	Once	1/2023	12/2025
6.) Explore partnership/opportunity for solar energy infrastructure on closed cells of Benson Valley Landfill, working with Republic Services.	Once	1/2023	12/2027

4. RECYCLING AND REDUCTION

A. Recycling/Reduction Program

1. Is recycling offered in your SWMA? ☒ Yes ☐ No

2. Describe your SWMA's annual recycler registration process including the annual requirements to file reports:

Franklin County requires all waste haulers and recyclers operating in Franklin County to complete Form DEP 5033, which is submitted to the Solid Waste Coordinator and approved through the Fiscal Court with the annual Solid Waste Management report. Information reported includes number of entities serviced and recycling commodities collected by volume or weight.

3. Do you have a plan to reduce the need for land disposal of yard waste? ☒ Yes ☐ No
If yes, describe:

Franklin County collects tree limbs from residents on county-maintained roads once a week on a call-in basis, to be chipped and used as compost. In 2016, Franklin County initiated a compost pilot program where residential yard waste is collected weekly from April-October, as a drop off service at the County Road Department. All waste collected is taken to the county's livestock compost facility and composted. Additionally, the county operates a seasonal leaf curbside collection and Christmas tree pickup.

The City of Frankfort operates a yard waste truck that collects compostable yard waste weekly during curbside garbage collection. The city also operates a leaf vacuum operation seasonally. Most compostable waste collected in the city is mulched and occasionally used for resident giveaways. City of Frankfort is exploring the options and feasibility of a food waste collection program.

4. Does your SWMA collect or manage yard waste for the purpose of diverting it from a landfill? ☒ Yes ☐ No

5. List the counties and cities within your SWMA that collect or manage yard waste for the purpose of diverting it from the landfill?

Frankfort

Franklin County

6. List all permitted composting operations currently operating in your SWMA. If no composting operation exists, detail any actions your SWMA plans to take to encourage composting:

Franklin County operates a livestock composting facility located on US 127 N, permit number: SW03700032

7. Describe your plan to reduce the need for land disposal through recycling, reuse and waste reduction (include drop off centers, curbside collection, interlocal agreements for regional alliances, etc.)

Franklin County and the City of Frankfort both operate weekly, curbside recycling collection. Both services offer the use of rolling carts up to 95-gallons for resident ease and accessibility. The City of Frankfort also operates a recycling drop-off location accessible to all residents at any time. Franklin County promotes reuse and waste reduction practices through educational outreach, including classroom education in local schools and through community education classes offered to adults. Franklin County's current website and social media pages also offer information on the five R's and opportunities for residents to recycle items that are not included in curbside collection.

8. If recycling is deemed not feasible, provide specific details supporting that decision:
N/A

9. Describe how used motor oil, batteries, and antifreeze are handled in your SWMA:

Motor oil is collected on a monthly basis at the Franklin County Road Department throughout the year. Additionally, various auto parts stores in Frankfort accept motor oil on an ongoing basis. All automotive fluids, including antifreeze, and batteries are collected twice annually through the county and city's HHW drop-off events, in the fall and spring.

10. Describe how household hazardous waste is handled in your SWMA:

Franklin County applies for HHW grant funding annually, with the goal of providing two disposal events. With this funding, the county and city work together to contract with a licensed HHW disposal company to host a drop off event open for all city and county residents. The events are held on Saturdays at the city's recycling center, and all HHW is collected. A primary event is held in the fall and if grant funds remain, a secondary event is held in the spring as part of Franklin County's annual Spring Clean event. Currently, these two drop off events are the only avenues for disposing of HHW in the county and a more permanent solution will be investigated.

11. Are electronics/computers recycled in your SWMA? ☒ Yes ☐ No

11a. If yes, describe your electronics/computer (e-scrap) recycling program:

The City of Frankfort contracts with a licensed e-waste recycler to provide electronic recycling to both city and county residents. Residents may drop off any electronic waste at the city's recycling center Monday-Friday during normal business hours. The e-waste program operates as a drop-off service only, and no curbside e-waste is collected for recycling.

11b. If no, discuss any plans your governing body has to start an electronics/computer (e-scrap) recycling program:

N/A

12. Is office paper recycled in your SWMA? ☒ Yes ☐ No

12a. If yes, what businesses or agencies recycle office paper?

The City of Frankfort curbside recycling program and Franklin County's waste hauling contract service both provide collection of office paper. The city offers office recycling specifically for businesses located in the downtown district, and county businesses may choose to contract service with the county's waste hauler. The City of Frankfort's drop off center also accepts office paper from any entity in Frankfort/Franklin County. Kentucky state government also offers a paper shredding and recycling program.

12b. If no, explain why office paper is not recycled in your SWMA:

N/A

13. What efforts has your governing body made to assist the local school boards in recycling white paper and cardboard to meet the statutory requirements in KRS 160.294? If there have been none what will the county do to assist in this endeavor? Include dates in the implementation schedule:

The City of Frankfort provides recycling to all public schools and some private schools within the city boundaries, and the County collects from the two in the unincorporated area. This service is provided at no cost to the school system. Franklin County plans to meet with educators and students to help them understand and contribute to recycling opportunities within the schools.

B. Recycling Program Strengths**Describe the strengths of your existing recycling program:**

- The city and county offer weekly, automated recycling collection with larger carts.
- Household hazardous waste collection programs are offered twice annually.
- Metal recycling is offered twice annually through the Franklin County Conservation District.
- The residential recycling program normally generates revenue for Franklin County.
- Electronic waste recycling is offered on a regular basis through the City of Frankfort.
- A comprehensive education plan is in place to educate about recycling opportunities through media advertisements, education in K-12 schools, and community education courses.
- Yard waste composting services are available to all city and county residents.

C. Recycling Program Weaknesses**Describe the weaknesses of your existing recycling program:**

- Private waste haulers do not offer recycling services included for business, which may be costly to the business.
- Internal school recycling programs could be strengthened.
- There is a lack of public outreach specifically on reducing, reusing, and recovering.
- Internal city and county facilities do not have strong recycling programs.
- There is no County-wide food waste recovery program.

D. Recycling/Reduction Implementation Schedule

List a detailed account of specific actions or projects the governing body will complete to maintain or improve its recycling/reduction system, the frequency at which such actions will take place, a date for commencement of the activities and a date at which the activities will cease. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Establish and utilize collaborative opportunities with local entities (Kentucky State University, University of Kentucky Extension Service, neighborhood communities, community groups, etc) for education and program expansion.	Ongoing	1/2023	12/2027
2.) Conduct zero waste community events utilizing recycling and composting systems.	Ongoing	1/2023	12/2027
3.) Investigate the potential for food waste curbside compost collection.	Once	1/2023	12/2025
4.) Conduct waste audits, lunch-n-learns, and other educational programming with businesses to increase recycling.	Ongoing	1/2023	12/2027
5.) Develop a pilot program for a zero-waste office facility.	Once	1/2023	12/2024
6.) Investigate options for hard to recycle/non-common recycle items.	Ongoing	1/2023	12/2027
7.) Investigate developing an ordinance limiting/banning single use non-recyclable/compostable service wear and bags (in retail establishments) and provide businesses with lists of where to source alternatives.	Once	1/2024	12/2026

5. OPEN DUMPS AND LITTER

A. Open Dumps and Litter

1. Describe the contents of your ordinance with respect to open dumping. Provide a copy of the section of the ordinance(s) pertaining to open dumping and place at the end of the report with a cover sheet labeled "**Chapter 5 Attachments.**"

The county's solid waste ordinance prohibits dumping any waste on any property within the county limits except where permitted by the county and state. The ordinance also prohibits any disposal of waste not in an approved waste container within the county.

2 What is your process for identifying and recording open dumps?

Open dumpsites are identified by address location or GIS coordinates. The location is documented by written memo in the solid waste department. The Environmental Code Enforcement Officer, and if needed the Solid Waste Coordinator, completes a site assessment for the dump location to identify cost and necessary labor and equipment for cleanup.

3. How does the SWMA prioritize the cleanup of open dumps?

Size, location, and cost are analyzed to prioritize cleanup.

4. Describe the procedures to prevent the recurrence of open dumping at sites that have been cleaned (include surveillance efforts, pull-off barricades, etc.):

Sites that are frequently used for dumping within the county are monitored by surveillance camera and in-person visits by the Environmental Code Enforcement Officer. Signage is placed on dump sites once cleaned, and if necessary, barriers such as fencing are utilized. When cleaning a dump, identifying information that may be found in waste is used to contact and cite residents.

5. Describe any assistance your SWMA offers to private property owners to clean open dumps:

Residents are offered the option to rent dumpsters at a competitive rate through the county's hauling contract and have access to the landfill voucher program to clean dumpsites. Additionally, the county offers equipment and labor through the Solid Waste and Road Departments to clean dumpsites at a rate that may be billed to the resident.

6. Describe your plan to control and clean up litter:

Franklin County has an integrated litter cleanup and mitigation program. The county offers 20-25 nonprofit/school groups a monetary incentive to complete a roadside cleanup annually, up to 15 miles each. The Solid Waste Coordinator also answers calls about roadside litter on an as-needed basis, and collaborates with the Franklin County Jailer to offer inmate assistance in cleaning public roadsides, as available. The county also holds occasional litter pickup events in the Downtown area with staff and the public to help keep the tourism and business areas clean. Franklin County previously utilized a litter hotline where residents could call and report littered properties and motorists who are littering, but the lack of police support on the matter has halted any progress on this program. The City and County also operate a collaborative program, called, The Clean Team, which utilizes community volunteers to conduct litter cleanups in the downtown area; more work is being done to expand this program.

Education efforts are also conducted in order to improve litter mitigation. The Solid Waste Department provides classroom education in the majority of schools in the city and county. Students learn about the effects of litter on water quality and the surrounding environment, and participate in litter cleanups around school grounds. Additionally, litter abatement grant funding is used to create litter display materials and fliers, which are distributed to citizens through tabling at community events.

7. Describe the coordination efforts that exist within your SWMA with local, county and state law enforcement. If your county has a litter ordinance, provide a copy of the ordinance(s) or the portion of the solid waste ordinance(s) pertaining to litter and place at the end of the report with a cover sheet labeled "**Chapter 5 Attachments.**"

Local and County law enforcement are reluctant to issue citations for littering, even though it is written in ordinance that it is illegal to litter. There is no coordination with state law enforcement and the Solid Waste Department.

B. Open Dump Prevention Strengths

Describe the strengths of your program to clean and prevent open dumps:

- Franklin County has no known open illegal dumps.
- A mandatory residential waste collection system and various disposal options mitigates illegal dumping.
- A no-fee structure for county waste collection contributes to the lack of illegal dumps.
- A nuisance ordinance is in place and actively enforced by the Code Enforcement Officer.
- The Solid Waste Coordinator, Code Enforcement Officer, and the Road Department clean littered areas before they become open dumps.
- Concerned citizens and Trash for Cash groups frequently report areas of concern for dumping.

C. Open Dump Prevention Weaknesses

Describe the weaknesses of your program to clean and prevent open dumps:

- Nuisance ordinance is weak in follow-up time and consequences.
- Open dump reporting procedures are not advertised to citizens.

D. Open Dump Prevention Implementation Schedule

List specific actions or projects your SWMA will complete to maintain or improve its open dump abatement program. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Educate citizens on reporting procedures and advertise reporting tool.	Ongoing	01/2023	12/2027
2.) Review and update nuisance ordinance and fines.	Once	01/2024	12/2024

E. Litter Prevention Strengths

Describe the strengths of your program to control and clean up litter:

- The County and City provide a variety of anti-litter programming, including community cleanups and educational efforts.
- Citizens are actively involved in cleanup efforts, including non-profits, school groups, and members of the Clean Team.
- Litter abatement funds allow a fundraising opportunity for non-profits, thus motivating local groups to help the community.
- Local media is utilized to educate residents about litter abatement throughout the County.
- Residents are able to report littering to the Solid Waste Department via a multitude of tools available.

F. Litter Prevention Weaknesses

Describe the weaknesses of your program to control and clean up litter:

- Local law enforcement is reluctant to issue citations for littering.
- Citizens are not educated about procedures to report litter.
- Cigarette litter is a significant problem in the Downtown area.
- The Trash for Cash program utilizing nonprofit groups does not encompass all areas of the county equally.

D. Litter Prevention Implementation Schedule

List specific actions or projects your SWMA will complete to maintain or improve its litter abatement program. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Evaluate and increase youth education programs for litter abatement.	Ongoing	01/2023	12/2027
2.) Educate residents on the litter reporting process and related tools.	Ongoing	01/2023	12/2027
3.) Expand the Clean Team program throughout the County, and encompass the use of civic groups.	Ongoing	01/2023	12/2027
4.) Install cigarette urns in the Renaissance District.	Once	01/2023	12/2023
5.) Work with local law enforcement to increase citations for littering.	Ongoing	01/2023	12/2027

6. FACILITY SITING

As per KRS 224.01-010, the definition for a "solid waste management facility" is any facility for the collection, storage, transportation, transfer, processing, treatment, and disposal of solid waste..." Solid waste facilities include, but are not limited to contained landfills, CD/D landfills, transfer stations, recycling centers and composting facilities.

A. Facility Siting

1. Describe your SWMA's current siting ordinance(s). Include any local planning and zoning requirements. *Attach a signed and dated copy of the current siting ordinance(s) and place at the end of the report with a cover sheet labeled "Chapter 6 Attachments."*

Franklin County maintains an Exclusive Use Zone for Landfills (E-ZL) designation under section 155 (.156 through .179) of the county's Planning and Zoning ordinance. This comprehensive designation protects public and environmental health, and establishes specific standards for siting landfills within the county. The ordinance includes requirements for physical locations, planning procedures, and monitoring of a completed landfill. The ordinance also requires landfill applicants undergo the county's process for a zone change for the E-ZL designation.

2. Describe in detail the site approval process for your SWMA. Attach a copy of the siting procedures and place at the end of the report with a cover sheet labeled "Chapter 6 Attachments."

Section 155.169 of the E-ZL designation outlines the site approval process, with the subsequent sections providing specific detail for each requirement of the planning process. Complete landfill plans must be submitted to the Planning and Zoning department with the appropriate zoning amendment application, along with information regarding the topography and geology of the site selected. The Zone Map Amendment Application must also be completed with all documentation, such as property plats, attached. The applicant must obtain and provide proof of appropriate state and federal permits to be submitted with the application. Plans should include detailed information for all site construction, environmental mitigation, and operational plans and timelines. Following submission and staff approval, the proposed project will go before the county Planning Commission, which includes public input, and if recommended for approval, goes before Fiscal Court for two readings where it may be approved or denied.

3 List any planned modifications to your existing siting ordinance(s), siting procedures, planning and zoning requirements and/or land use regulations. If your SWMA does not have a siting ordinance, planning and zoning and/or land use regulations, what steps are planned for developing and enacting an ordinance or other local policy to regulate the use of land for solid waste facilities within your area?

The county has entered into an agreement with a consultant (McBride, Dale, Clarion) to update and rewrite the Zoning and/or Development regulations. The project is anticipated to begin in 2023 and will take approximately 17 months.

4. Selection of a site for a solid waste facility can be very controversial and the public must be given an opportunity to understand and participate in the process. What steps are taken by the SWMA to ensure the public is informed and involved in the decision-making process for siting solid waste facilities within your area?

All new waste facilities would be required to request a Zone Map Amendment to E-ZL zone district, subsection 155.168. Zone Map Amendments require a public hearing before the Planning Commission. Notice of the hearing by newspaper publication and sign posting is required by Kentucky Revised Statute 100.211(3).

5. The siting process at the local level and the permitting process at the state level are mutually supportive and share the same objective for solid waste facilities to meet environmental, engineering and operational standards, as well as be acceptable to the public. Describe how your SWMA coordinates local siting procedures with state permitting procedures for solid waste facilities.

The E-ZL designation includes specific provisions for physical placement of a landfill, with special attention to environmental and public health. Any expansions or modifications of existing landfills must be in compliance with previously submitted plans and section 155 of the Zoning Ordinance. Additionally, any structures at an existing landfill are subject to building standards in the county Zoning Ordinance and must also be in compliance with those provisions. Any expansions or modifications must also obtain proper state and federal permits.

B. Facility Siting Strengths

Describe the strengths of your existing siting ordinance:

- Specific zone district for landfills and waste disposal sites.
- Public hearing is required for any zone map amendments.

C. Facility Siting Weaknesses

Describe the weaknesses of your existing siting ordinance:

- Reporting procedures for any siting violation is relatively unknown to residents.
- No zone or conditional use directly related to alternative waste disposal methods (ie. Composting)

D. Facility Siting Implementation Schedule

List specific actions or projects the SWMA will complete to maintain or improve its facility siting system, the frequency at which such actions will take place, a date for commencement of the activities and a date at which the activities will cease. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Make the reporting procedures well known to residents	Ongoing	01/2023	12/2027
2.) Review the siting ordinance for waste-to-energy provisions	Once	01/2023	12/2023
3.) Explore the option for additional compost facilities	Once	01/2023	12/2025

7. ENFORCEMENT**A. Enforcement Program**

1. Describe your enforcement procedures and penalties for non-participation in your approved solid waste collection system. Attach a copy of the section of the ordinance(s) or procedures pertaining to non-participation and place at the end of the report with a cover sheet labeled **"Chapter 7 Attachments."**

Franklin County has mandatory curbside waste collection. All residential dwellings are issued garbage and recycling containers through the contracted waste hauler (in the County) or through the city's Sanitation Department, and are required to utilize the service. Franklin County's solid waste ordinance requires that all residential and nonresidential establishments dispose of waste in proper solid waste containers, and any resident or business found in violation of this will be subject to fines and court action as defined in the County's nuisance ordinance.

2. Describe all surveillance/enforcement activities used by your SWMA to prevent litter and illegal dumping; for example, neighborhood watches, hidden cameras, etc. Attach copies of citation forms and letters to violators and place at the end of the report with a cover sheet labeled **"Chapter 7 Attachments."**

Franklin County has previously utilized a citizen litter reporting hotline, which has since been moved to a web-based interface. There are also many active neighborhood groups who report on and clean litter and dumpsites, and the Environmental Code Enforcement officer maintains surveillance cameras that are rotated to problematic areas within the county. Persons found in violation of the County's nuisance and illegal dumping ordinances are subject to fines and court action.

3a. Do you use an administrative court for solid waste issues? ☐ Yes ☒ No

3b. If "yes" to question 3a, above, provide the date the court became effective:

4. Describe the operative procedures of the administrative court for solid waste issues. Attach a copy of the relevant documents or codes that relate to the administrative court and place at the end of the report with a cover sheet labeled **"Chapter 7 Attachments."**

N/A

5. If your SWMA does not have an administrative court for solid waste issues, do you plan to initiate an administrative court during this plan period? ☐ Yes ☒ No **If yes, provide dates in the implementation schedule:**

6. Describe any proposed modifications to your open dumping and littering procedures/ordinances. Provide dates in the implementation schedule:

Franklin County's nuisance ordinance will be reviewed and updated to reflect current fines and strengthen the court action process if found necessary. Any changes to the ordinance will be reviewed and approved by the Fiscal Court.

7. Describe enforcement actions or procedures taken by the SWMA if identifying information (i.e. names, addresses, etc.) is found in litter or an illegal dump:

Identifying information is documented through photographs, and used to file an appropriate notice of violation through either the Environmental Code Enforcement Officer, Franklin County Sheriff, or the County Attorney. The identified individual becomes subject to action documented in the appropriate ordinances.

B. Enforcement Procedures Strengths

Describe the strengths of your existing enforcement procedures regarding litter and illegal dump prevention and non-participation in your approved collection system:

- Signage and cameras are used in heavily littered areas.
- The Environmental Code Enforcement Officer position is dedicated to enforcement issues in the County.

C. Enforcement Procedures Weaknesses

Describe the weaknesses of your existing enforcement procedures regarding litter and illegal dump prevention and non-participation in your approved collection system:

- Court action is not published to educate the public on enforcement.
- Penalties are not strong enough for violators.
- Timeline for enforcement is not strictly followed.
- County Attorney response time is slow and rarely processes a case.

D. Enforcement Implementation Schedule

List a detailed account of specific actions or projects the county will complete to maintain or improve its Enforcement System, the frequency at which such actions will take place, a date for commencement of the activities, and a date at which the activities will cease. **Include educational efforts.**

Specific Actions	Frequency	Month/ Year to Begin	Month/ Year to End
1.) Publish results of enforcement action in local news media.	Ongoing	01/2023	12/2027

2.) Review enforcement procedures with all enforcement partners within City and County departments.	Once	01/2023	12/2024
3.) Work with the incoming County Attorney to prioritize repeat offenders and set a designated time (each week, each month, etc) to deal with solid waste issues.	Once	01/2023	12/2023

8. FINANCIAL MECHANISMS

A. Financial Mechanisms

1. Check all items that apply for the funding of your Solid Waste Program.

- ☒ Line Item in County Budget
☒ Collection franchise fees
☐ 109 Taxing Board
☒ General Fund
☐ Host agreement fees
☒ Other (list all): Landfill license fee set by ordinance, Grant funding, sale of recyclables

2. How is the Solid Waste Coordinator's position funded?

- ☒ Line Item in County Budget
☐ Collection franchise fees
☐ 109 Taxing Board
☒ General Fund
☐ Host agreement fees
☐ Other (list all):

3. List all fees/revenues collected by local government for solid waste management. Examples of fees/revenue are: fees charged for disposal facilities under KRS 68.178; fees charged by local government for garbage collection; 109 taxes, franchise and/or permit fees charged by local government; fees charged at transfer stations or convenience centers if owned by local government; and revenue received from the sale of recyclables.

Type of Fees/Revenue:	Anticipated Amounts Collected				
	1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year
License Fee (per KRS 68.178 for Off-Site Waste Management Facilities)	\$375,000	\$375,000	\$375,000	\$375,000	\$375,000
Municipal Garbage Collection (city and/or county)	\$	\$	\$	\$	\$
Franchise fee	\$84,235	\$85,093	\$85,951	\$86,809	\$87,667
Permit fee	\$	\$	\$	\$	\$
Transfer station	\$	\$	\$	\$	\$
Convenience center	\$	\$	\$	\$	\$
109 or other tax	\$	\$	\$	\$	\$
Proceeds from sale of recyclables	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Landfill user fees	\$	\$	\$	\$	\$
Host agreement	\$	\$	\$	\$	\$
General revenue	\$1,383,078	\$1,404,108	\$1,425,281	\$1,446,599	\$1,468,068
Eastern Kentucky PRIDE	\$	\$	\$	\$	\$
Grants, Conservation Service	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Grants, State illegal dump	\$	\$	\$	\$	\$
Grants, State litter abatement	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Grants, State Crumb Rubber	\$	\$	\$	\$	\$
Grants, State HHW Collection Grant	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000
Grants, State Waste Tire	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

Grants, State Recycling	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Other (specify): State, Composting	\$150,000	\$75,000	\$50,000	\$50,000	\$50,000
Other (specify):	\$	\$	\$	\$	\$
Other (specify):	\$	\$	\$	\$	\$
Other (specify):	\$	\$	\$	\$	\$
TOTAL AMOUNT ANTICIPATED	\$2,113,313	\$2,060,201	\$2,057,232	\$2,079,408	\$2,101,735

4. Provide the following information on anticipated expenditures during the 5-year update period.

Type of Expenditures:	Anticipated Expenditures/Budget				
	1 st Year	2 nd Year	3 rd Year	4 th Year	5 th Year
Capital Expenditures	\$	\$	\$	\$	\$
Personnel	\$157,616	\$162,344	\$167,215	\$172,231	\$177,398
Collection	\$1,684,697	\$1,701,857	\$1,719,017	\$1,736,177	\$1,753,337
Disposal	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Enforcement	\$	\$	\$	\$	\$
Open Dump Cleanups	\$	\$	\$	\$	\$
Litter Cleanups	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
Education Activities	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Recycling Costs/Expenses	\$	\$	\$	\$	\$
Other (specify): Compost Pad Operation	\$11,000	\$12,000	\$13,000	\$14,000	\$15,000
Other (specify):	\$	\$	\$	\$	\$
Other (specify):	\$	\$	\$	\$	\$
Other (specify):	\$	\$	\$	\$	\$
Other (specify):	\$	\$	\$	\$	\$
Other (specify):	\$	\$	\$	\$	\$
TOTAL COSTS ANTICIPATED	\$1,905,813	\$1,928,701	\$1,951,732	\$1,974,908	\$1,998,235

-Franchise fee and collection costs* estimated growth of 100 homes per year, based on previous 3 years of data

*Collection/hauler contract up for renewal in Sept 2023. Unknown at this time if Franklin County will renew option with Central Kentucky Hauling or place out for bid.

-Personnel calculated with FEMA rates plus County provided insurance, and an average 3% cost of living adjustment

-Disposal based on additional HHW spending (over grant amount) and any unexpected storm/flood response.

-Litter cleanups based on nonprofit group cleanups, from litter abatement grant funding

-Compost Pad Operation/Maintenance includes pad road repair, chipping (cost taken from Compost grant when available), and equipment maintenance

Chapter 1 Attachments

RESOLUTION # 35 - 2022

**RESOLUTION ADOPTING THE FRANKLIN COUNTY SOLID WASTE
MANAGEMENT PLAN 2023-2027 UPDATE**

WHEREAS, Franklin County Fiscal Court is required by KRS 224.43-340 and KRS 224.43-345 to submit an update of the area solid waste management plan; and

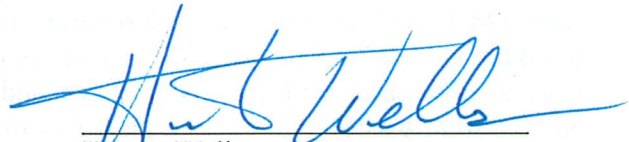
WHEREAS, the Franklin County Solid Waste Management Area is governed by the Franklin County Fiscal Court; and

WHEREAS, the Franklin County Solid Waste Management Plan 2023-2027 Update sets the agenda for implementation of solid waste reduction and management for the years inclusive of 2023-2027; and

WHEREAS, a Public Comment period for the Franklin County Solid Waste Management Plan 2023-2027 Update was conducted in the County;

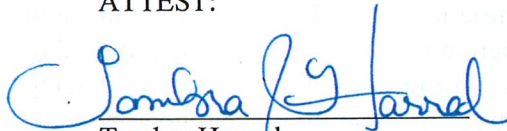
NOW, THEREFORE, be it resolved that the Franklin County Fiscal Court hereby adopts the Franklin County Solid Waste Management Plan 2023-2027 Update and supports its Action Plan, Implementation Plan and associated activities.

RESOLVED this 23 day of September, 2022



Huston Wells
Franklin County Judge/Executive

ATTEST:



Tandra Harrod
Fiscal Court Clerk

FRANKLIN COUNTY FISCAL COURT

AGENDA ABSTRACT

MEETING DATE: September 22, 2022

Subject: 2023-2027 Solid Waste Management Plan

Department: Solid Waste

Contact: Brittany Woodward

Telephone #: (502)875-8751
(502)352-5499

Purpose:

The Solid Waste Management Department is seeking court approval to file the updated Solid Waste Management Plan (SWMP; 5-year plan) with the Kentucky Department of Environmental Protection's Division of Waste Management.

Background:

The Kentucky Legislature passed Senate Bill 2 in 1991, resulting in a comprehensive program for the management of solid waste in the Commonwealth of Kentucky. This legislation required counties to hold the primary responsibility of managing solid waste in local communities. One aspect of solid waste management is the mandate for counties to develop and implement a comprehensive SWMP. This plan must be reviewed and updated every 5 years beginning in 2002, per KRS 224.35. The county's last update was approved by resolution in Fiscal Court in September 2017 for implementation in 2018-2022.

KRS 224.43-345 designates the information and process required for preparing a SWMP update. Franklin County's plan includes demographic and population information, an inventory of current solid waste facilities and practices, and identification of the strengths and weaknesses of current solid waste systems. The plan also includes goals and objectives for the future, and a timeline of action items that will be achieved.

The process for updating the SWMP requires public and stakeholder input. A SWMP Advisory Committee, consisting of 15 residents, business, community group and industry representatives, reviewed previous plan updates and contributed information regarding the strengths and weaknesses of solid waste practices. Using this analysis, action items were identified and used to construct a 5-year timeline. The Solid Waste Coordinator drafted the SWMP Update utilizing this information, and made it available for a thirty-day public comment period and no comments were received. The plan is now presented to the Fiscal Court for approval to file with the State.

Attachments:

Resolution

Overview of 5-year plan updates

Publisher's Certificate of Publication

STATE OF KENTUCKY

Steven Stewart, being duly sworn, on oath says he is and during all times herein stated has been an employee of The Frankfort Newsmedia, publisher and printer of the The State Journal (the "Newspaper"), has full knowledge of the facts herein stated as follows:

1. The Newspaper printed the copy of the matter attached hereto (the "Notice") was copied from the columns of the Newspaper and was printed and published in the English language on the following days and dates:

08/03/22

2. The sum charged by the Newspaper for said publication is the actual lowest classified rate paid by commercial customer for an advertisement of similar size and frequency in the same newspaper in which the Notice was published.

3. There are no agreements between the Newspaper, publisher, manager or printer and the officer or attorney charged with the duty of placing the attached legal advertising notice whereby any advantage, gain or profit accrued to said officer or attorney

Steven E. Stewart

Steven Stewart, publisher

Subscribed and sworn to before me this
3rd Day of August, 2022

James E. Wainwright

Jim Wainwright
10/07/2022,



Account #
Ad # 1489335

FRANKLIN CO SOLID WASTE MANAGEMENT
321 W MAIN STREET
FRANKFORT KY 40601

PUBLIC NOTICE

For Solid Waste Management Plan Update 2023-2027

The Franklin County Fiscal Court proposes to adopt the County's Solid Waste Management Plan update per 401 KAR 49:011, Section 5. The plan, if approved, will serve as the basis for handling solid waste management issues in Franklin County, (including the City of Frankfort), for the years 2023 - 2027.

The proposed plan is available for public inspection beginning August 3, 2022, at the following locations during their normal business hours:

- + Franklin County Judge/Executive's Office, 321 W. Main Street.
- + Paul Sawyer Public Library, 319 Wapping Street.
- + Frankfort City Hall, 315 W. Second Street.

Additional information about this plan is available from Brittany Woodward, Franklin County Solid Waste Coordinator, at 502-875-8751, ext. 1323, and by email at brittany.woodward@franklincounty.ky.gov. Anyone unable to review the plan at the above locations may call and request that a copy be mailed to them.

Any person wishing to comment on the plan may do so by providing comments no later than close of business on September 1, 2022, to the Franklin County Fiscal Court at 321 W. Main Street. Any person wishing to be heard at a public hearing must make a request via telephone, email, or written communication, to the governing body identified above, no later than close of business on September 1, 2022.

A public hearing is scheduled on September 6, 2022 at 4:00 PM to receive public comments on the plan. The hearing will be held at the Franklin County Fiscal Court Office. However, if no request for a public hearing has been received by September 1, 2022, the hearing may not be held.

The Governing Body will respond to written public comments within 15 days of the close of the public comment period, and will consider the plan for passage at the September 23 Fiscal Court meeting. The plan, if approved, will then be submitted to the Kentucky Energy and Environment Cabinet for review and approval.

Update of Area Designation

A solid waste management area may include a single county, multi-county region, waste management district, or any combination thereof. Name of the county (ies) and cities requesting designation as a solid waste management area:

1. Franklin County
2. City of Frankfort
3. _____
4. _____
5. _____

Are any of the agencies identified above a part of a Waste Management District established under KRS 109?

☐ Yes ☒ No

If yes, the following documentation must be attached:

- ☐ Agreement establishing district
- ☐ Rules, regulation, bylaws or other documents that govern the actions of the board of directors.
- ☐ List of members of the board of directors and their official titles.

Who will have overall responsibility for plan preparation?

- ☒ Fiscal Court/County Official/109 Board
- ☐ Consultant
- ☐ Advisory Committee
- ☐ Area Development District
- ☐ Other Please Specify: _____

Contact person responsible for plan preparation:

Name: Brittany Woodward

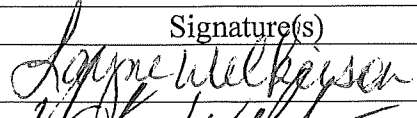
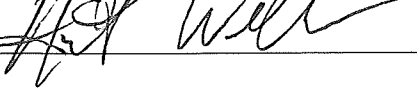
Title: Solid Waste Coordinator

Address: 321 W Main Street, Frankfort 40601

Telephone: 502-875-8751

E-Mail: brittany.woodward@franklincounty.ky.gov

Signature of the appropriate representative from the county and any city requesting designation as part of the solid waste management area:

	Signature(s)	Date(s)	County/City
1.		<u>3/3/2022</u>	<u>Mayor, City of Frankfort</u>
2.		<u>3/4/22</u>	<u>County Judge Ex'</u>
3.			
4.			
5.			

Chapter 2 Attachments

CHAPTER 50: SOLID WASTE

Section

General Provisions

- 50.01 Enactment
- 50.02 Purpose
- 50.03 Definitions
- 50.04 Solid Waste Management Coordinator
- 50.05 Solid waste storage
- 50.06 Collection of solid waste
- 50.07 Approved disposal methods
- 50.08 Prohibited practices

Off-Site Waste Management Facilities and Landfills

- 50.20 Definitions
- 50.21 License to operate
- 50.22 License fee for off-site waste management facility
- 50.23 License fee for solid waste landfill

- 50.99 Penalty

Cross-reference:

Farmdale Sanitation District, see §§ 51.01 through 51.05

GENERAL PROVISIONS

§ 50.01 ENACTMENT.

This subchapter establishes regulations for the storage, collection, transportation and disposal of all solid waste generated within or delivered to the county, and the enforcement thereof, as required by law.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019)

§ 50.02 PURPOSE.

The purpose of this subchapter is to regulate the storage, collection, transportation and disposal of solid waste in the unincorporated areas of the county.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019)

§ 50.03 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BULK WASTE. Any large item, not an appliance, that does not fit in county provided waste containers.

COLLECTION. The act of moving solid waste from point of generation to a processing or disposal facility.

COMPOST. Waste capable of being decomposed by microorganisms.

CONSTRUCTION DEMOLITION DEBRIS. Waste building material resulting from construction, remodeling, repair or demolition operations, either residentially or commercially.

CONTAINERS. County-provided wheeled containers especially designed for curbside pick-up and mechanical dumping into the appropriate compatible collection vehicle, to include landfill bound waste and recyclables. **CONTAINERS** may also include non-reusable plastic sacks or bags designed for refuse with sufficient wall strength to maintain physical integrity when lifted by top or scavenged by animals.

COUNTY. The unincorporated area of Franklin County, Kentucky. **COUNTY** will also refer to the appropriate office or employee of the county authorized to act as its agent in handling the pertinent matter of this subchapter.

DISPOSAL SITE. A depository for the processing or final disposal of solid waste, refuse or bulky waste, including, but not

limited to, landfills, recycling facility or compost site.

DWELLING UNIT. Any room or group of rooms located within a structure, and forming a single habitable unit intended to be used for living, sleeping, cooking and eating. **DWELLING UNITS** also includes rented buildings containing two contiguous single-family dwelling units.

HAZARDOUS WASTE. Any waste or combination of wastes which is determined by the commonwealth's Department for Environmental Protection to be hazardous, because of its quantity, concentration, physical, chemical or infectious characteristics; that may cause or significantly contribute to an increase in serious irreversible, or incapacitating reversible illness, or pose a substantial present or potential threat to human health or the environment when improperly treated, stored or transported or disposed of, or otherwise managed.

HOUSEHOLD HAZARDOUS WASTE. Household products that contain corrosive, toxic, ignitable or reactive ingredients, including, but not limited to, paints, cleaners, oils, batteries and pesticides, that contain potentially hazardous ingredients and require special care when disposed.

LANDFILL. Disposal facility where waste is buried in a sanitary manner.

LICENSED WASTE HAULER. An individual or company permitted and approved by the county to collect waste.

LIVESTOCK. Farm animals regarded as assets located on farms in the unincorporated areas of the county.

PERSON. Any individual, partnership, corporation, association, joint stock company, trust, estate or political subdivision, or organization of any kind, or their legal representatives, agents or assigns.

PROCESSING. Recycling, composting, baling, shredding, compacting and other processes whereby solid waste characteristics are modified or solid waste quantity is reduced.

RECYCLING. The process by which waste and other materials are reclaimed and returned to reuse.

SOLID WASTE. Any garbage, refuse, sludge and other discarded material, including solid, liquid, semisolid or contained gaseous material resulting from industrial, commercial and agricultural operations, but does not include solid or dissolved material in domestic sewage, or solid or dissolved materials in irrigation return flows or industrial discharge. **SOLID WASTES** include the following.

(1) **COMMERCIAL SOLID WASTE.** Waste generated by stores, offices, restaurants, educational, healthcare, correctional or any other non-manufacturing or institutional activity.

(2) **INDUSTRIAL SOLID WASTE.** Waste generated by industrial processing or manufacturing.

(3) **MUNICIPAL SOLID WASTE.** Residential solid waste.

SOLID WASTE DISPOSAL. The process of discarding or getting rid of unwanted material.

TRANSPORTATION. The transporting of solid waste from the place of collection or processing to a solid waste processing facility or a solid waste disposal area.

WASTE TIRES. A tire that is no longer suitable for its original purpose or one deemed by its owner ready for disposal.

WHITE GOODS. Inoperative and discarded household or commercial appliances.

YARD WASTE. Waste consisting of vegetative matter resulting from landscaping, yard maintenance or land clearing debris.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019)

§ 50.04 SOLID WASTE MANAGEMENT COORDINATOR.

The County Judge/Executive may appoint a Solid Waste Management Coordinator, responsible for enforcing and managing the county's solid waste program.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019)

§ 50.05 SOLID WASTE STORAGE.

(A) The occupant or owner of every (residential, municipal) dwelling unit and of every institutional, commercial, industrial, agricultural or business establishment shall place all solid waste to be collected in proper solid waste containers, except as otherwise provided herein, and shall maintain such solid waste containers and the area surrounding them in a clean, neat and sanitary condition at all times.

(B) Solid waste shall be stored in a manner that will not provide harborage to rodents and vermin and will not create a fire hazard.

(C) These containers may be provided by the county, in the sole discretion of the county.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019) Penalty, see § 50.99

§ 50.06 COLLECTION OF SOLID WASTE.

(A) *County responsibility defined.*

- (1) The county will ensure that solid waste collection is available in all unincorporated areas of the county.
- (2) The county may award a collector an exclusive right to collect and dispose of residential and/or bulk solid waste.
- (3) Appropriate licensing and operations will be set forth in the waste hauling contract.

(B) *Collector's responsibility defined.* Solid waste collectors operating in the county shall be responsible for preventing and/or cleaning any leakage or spillage of solid waste during the collection and transportation process. Collectors will be responsible for all other provisions of this subchapter as they apply to collection and transportation of solid waste. Collectors are responsible for reporting annual activity in the county to the Solid Waste Management Coordinator and being licensed through the County Occupational Tax office.

(C) *Personal responsibility defined.* It shall be unlawful for any person to dispose, throw, dump or cause to be disposed any garbage, paper, refuse, rubbish, waste, litter, junk, white goods, appliances, furniture, equipment, cans, bottles, lumber, building material, trees, tree limbs, brush or other forms of solid waste anywhere and in any manner other as defined in this subchapter.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019) Penalty, see § 50.99

§ 50.07 APPROVED DISPOSAL METHODS.

Bulk waste	Disposed of through curbside collection or direct landfill disposal
Electronic recycle (e-cycle)	Disposed of through drop-off service with a licensed e-waste disposal company
Household hazardous waste	Disposed of through county hosted events with a licensed household hazardous waste disposal contractor
Livestock	Collected by the county for disposal by landfill or compost pursuant to KRS 257.160
Recycling	Collected for processing at a materials recovery facility or recycling processor
Tires	Disposed of through tire retailers or state provided opportunities
Trash	Disposed of in landfill bound waste containers or dumpsters
White goods	Collected by county or approved waste hauler to be handled separately from landfill-bound trash
Yard waste	Disposed of through the county for chipping, mulching and/or composting

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019)

§ 50.08 PROHIBITED PRACTICES.

(A) (1) Each citizen is responsible to ensure that the waste that he or she generates is disposed of in a manner consistent with § 50.07 of this chapter.

(2) This subchapter presumes that each person assumes personal responsibility for the waste he or she generates and makes every effort to divert waste from the landfill when appropriate.

(B) The following are prohibited practices:

- (1) Dispose of any garbage, refuse, rubbish or debris by dumping on any premises in the county with or without consent of the owner;
- (2) Dump or permit the dumping of garbage, refuse, rubbish and debris on any property within the county limits, except where permitted by the county and state;
- (3) Fail to have solid waste collected in a manner provided by this subchapter;
- (4) Interfere in any manner with solid waste collection or transportation equipment which is operating legally in the county;
- (5) Dispose of solid waste in any facility not approved by the county or the commonwealth's Department of Environmental Protection;
- (6) Deposit solid waste in a container owned by someone else, unless written permission has been received by the owner to do so;
- (7) Violate any section of this subchapter or any lawful rules or regulations promulgated pursuant thereto; and
- (8) The only exception is if their waste is proven to have been in the possession of another person prior to its being dumped. It then must be verified that they had no knowledge of the waste being illegally dumped.

OFF-SITE WASTE MANAGEMENT FACILITIES AND LANDFILLS

§ 50.20 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

OFF-SITE WASTE MANAGEMENT FACILITY. Any facility for collection, storage, transportation, transfer, processing or treatment of solid waste, whether such facilities are associated with facilities generating such waste or otherwise, but does not include collection, storage, transportation, transfer, processing or treatment activities which occur incidental to or which are not otherwise distinguishable from a broader manufacturing operation at the site of said operation.

SOLID WASTE. Defined in KRS 224.1-010(30)(a).

SOLID WASTE LANDFILL. A waste management facility where the final disposal of solid waste occurs, and includes a municipal solid waste disposal facility, a contained landfill, a construction/ demolition debris landfill, and a construction/demolition landfill of one acre or less.

(Ord. 15-2004, passed 10-1-2004)

§ 50.21 LICENSE TO OPERATE.

(A) The operator of an off-site waste management facility or solid waste landfill shall obtain a license to operate from the County Solid Waste Coordinator. The operator shall submit an application to operate to the County Solid Waste Coordinator. The application shall include:

- (1) The name of the owner of the off-site waste management facility or solid waste landfill;
- (2) The name of the operator of the off-site waste management facility or solid waste landfill;
- (3) The address of the off-site waste management facility or solid waste landfill;
- (4) A description of the location of the off-site waste management facility or solid waste landfill; and
- (5) A description of the solid waste activities conducted at the off-site waste management facility or solid waste landfill.

(B) (1) The operator of an off-site waste management facility or solid waste landfill currently in operation in the county shall submit an application to operate to the Solid Waste Coordinator within 30 days of the effective date of this subchapter.

(2) The operator of a new off-site waste management facility or solid waste landfill in the county shall submit an application to operate to the Solid Waste Coordinator prior to commencing operation.

(Ord. 15-2004, passed 10-1-2004)

§ 50.22 LICENSE FEE FOR OFF-SITE WASTE MANAGEMENT FACILITY.

(A) An off-site waste management facility shall pay a license fee of 2% of the gross receipts for solid waste received at the off-site waste management facility.

(B) (1) The license fee shall be paid for each calendar month.

(2) Payment of the license fee shall be remitted to County Fiscal Court on or before the thirtieth day following the end of the calendar month for which payment of the license fee is made.

(C) A report shall be submitted with payment of the license fee, setting forth the amount of waste received from outside of the county solid waste management area, describing the type and source of the solid waste and describing the method of determining the amount of the license fee being paid.

(Ord. 15-2004, passed 10-1-2004)

§ 50.23 LICENSE FEE FOR SOLID WASTE LANDFILL.

(A) A solid waste landfill shall pay a license fee of 5% of the gross receipts for solid waste received at the landfill for disposal which originates from inside of the county solid waste management area. A solid waste landfill shall pay a license fee of 6.25% of the gross receipts for solid waste received at the landfill for disposal which originates from outside of the solid waste management area.

(B) The license fee shall be paid for each calendar month. Payment of the license fee shall be remitted to the County Fiscal Court on or before the thirtieth day following the end of the calendar month for which payment of the license fee is made.

(C) A report shall be submitted with payment of the license fee, setting forth the amount of waste received from outside of the county solid waste management area, describing the type and source of the solid waste and describing the method of determining the amount of the license fee being paid.

(Ord. 15-2004, passed 10-1-2004)

§ 50.99 PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99 of this code of ordinances.

(B) (1) Any person violating any of the provisions of §§50.01 through 50.08 of this chapter, or any lawful rules or regulations promulgated pursuant thereto, shall upon conviction, be punished by a fine of not less than \$25, nor more than \$500, for each conviction. Each day of violation shall constitute a separate offense. Enforcement by the county may be carried out by any peace officer of the county, the code inspectors, the Solid Waste Management Coordinator, law enforcement or solid waste management personnel.

(2) Every county resident shall be responsible for ensuring that the solid waste generated by his or her home or business is properly disposed of as set out in § 50.07 of this chapter. If any garbage, refuse, rubbish, waste, litter, junk, white goods, appliances, furniture, equipment, cans, bottles, paper, lumber, building material, trees, tree limbs, brush or other forms of solid waste can be identified as having last belonged to, been in the possession of, sent to or received by, or has been the property of any person or organization prior to being disposed of, such identification shall be presumed to be prima facie evidence that such person or organization disposed of such solid waste in violation of §§ 50.01 through 50.08 of this chapter. Such persons may also be subject to the terms of §§ 91.01 through 91.06 and 91.99(B) of this code of ordinances.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019)

Chapter 3 Attachments



Sustainability in Action

June 9, 2022

Ms. Brittany Woodward
Solid Waste Coordinator
Franklin County, KY
321 W. Main Street
Frankfort, KY 40601
Delivered via email

**RE: Benson Valley Landfill
Franklin County, KY
Capacity Assurance Letter**

Dear Ms. Woodward:

Benson Valley Landfill, located in Frankfort, KY, is notifying you that the landfill has a minimum of 10 years remaining airspace (capacity). Based on the December 7, 2021 aerial survey, as well as the current incoming tonnage and operational density, the remaining life of the landfill is over 30 years.

If you have any questions, please do not hesitate to contact me at 513-467-8459 or athompson4@republicservices.com.

Sincerely,
Benson Valley Landfill General Partnership

Andrew Thompson
Environmental Manager

Chapter 5 Attachments

§ 50.06 COLLECTION OF SOLID WASTE.

(A) *County responsibility defined.*

- (1) The county will ensure that solid waste collection is available in all unincorporated areas of the county.
- (2) The county may award a collector an exclusive right to collect and dispose of residential and/or bulk solid waste.
- (3) Appropriate licensing and operations will be set forth in the waste hauling contract.

(B) *Collector's responsibility defined.* Solid waste collectors operating in the county shall be responsible for preventing and/or cleaning any leakage or spillage of solid waste during the collection and transportation process. Collectors will be responsible for all other provisions of this subchapter as they apply to collection and transportation of solid waste. Collectors are responsible for reporting annual activity in the county to the Solid Waste Management Coordinator and being licensed through the County Occupational Tax office.

(C) *Personal responsibility defined.* It shall be unlawful for any person to dispose, throw, dump or cause to be disposed any garbage, paper, refuse, rubbish, waste, litter, junk, white goods, appliances, furniture, equipment, cans, bottles, lumber, building material, trees, tree limbs, brush or other forms of solid waste anywhere and in any manner other as defined in this subchapter.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019) Penalty, see § 50.99

§ 50.08 PROHIBITED PRACTICES.

(A) (1) Each citizen is responsible to ensure that the waste that he or she generates is disposed of in a manner consistent with § 50.07 of this chapter.

(2) This subchapter presumes that each person assumes personal responsibility for the waste he or she generates and makes every effort to divert waste from the landfill when appropriate.

(B) The following are prohibited practices:

(1) Dispose of any garbage, refuse, rubbish or debris by dumping on any premises in the county with or without consent of the owner;

(2) Dump or permit the dumping of garbage, refuse, rubbish and debris on any property within the county limits, except where permitted by the county and state;

(3) Fail to have solid waste collected in a manner provided by this subchapter;

(4) Interfere in any manner with solid waste collection or transportation equipment which is operating legally in the county;

(5) Dispose of solid waste in any facility not approved by the county or the commonwealth's Department of Environmental Protection;

(6) Deposit solid waste in a container owned by someone else, unless written permission has been received by the owner to do so;

(7) Violate any section of this subchapter or any lawful rules or regulations promulgated pursuant thereto; and

(8) The only exception is if their waste is proven to have been in the possession of another person prior to its being dumped. It then must be verified that they had no knowledge of the waste being illegally dumped.

(Ord. 17 (1990), passed 8-10-1990; Ord. 2-2019, passed 3-12-2019) Penalty, see § 50.99

Chapter 6 Attachments

E-ZL, EXCLUSIVE USE ZONE FOR LANDFILL

§ 155.165 PURPOSE.

The purpose of the Exclusive Use Zone for Landfills is to reclassify landfill activities from particular industrial zones to an exclusive use zone intended to:

- (A) Protect public health by preventing water pollution, rodent infestation, air pollution or other health hazards as would occur as a result of improper location, design or operation of a landfill;
- (B) Protect public safety by requiring proper design of access streets to accommodate the heavy equipment necessary for collection, transportation and disposal of solid wastes;
- (C) Improve compatibility with adjacent uses by requiring adequate screening and setbacks, regular policing of access roads and heavily traveled routes to the site and careful review of subsequent uses allowed on the landfill site; and
- (D) Promote public welfare by providing a suitable location for the disposal of the solid wastes generated by the community.

(Ord. 8, passed 10-23-1987, § 4.601; Ord. 3-2002, passed 5-3-2002)

§ 155.166 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

LANDFILL.

(1) A community facility, which is a necessary part of the community's waste disposal system. The high volume of heavy truck traffic and the associated noise, odor and other potential nuisance-like characteristics suggest industrial zoning would be appropriate. However, the **LANDFILL** is a limited duration use and the filled land may not be suitable for industrial uses, which require substantial weight bearing foundations. This limitation makes industrial zoning inappropriate for subsequent uses to be located on this land. Major factors in determining proper site location are the suitability of the soil and underground drainage systems and they are not usually factors in the location of industrial zones. There the site location criteria for a **LANDFILL** must be defined separately.

(Ord. 8, passed 10-23-1987, § 4.602)

(2) A method of disposing of refuse on land without creating nuisances or hazards to public health or safety by utilizing the principles of engineering to confine the refuse to the smallest practical area, to reduce it to the smallest practical volume, and to cover it with a layer of suitable cover material at the conclusion of each day's operation or at more or less frequent intervals as necessary and in compliance with all requirements and regulations of this chapter, and with all requirements and regulations of the commonwealth. This includes sanitary "contained" landfills, "construction/demolition debris" landfills, "residual" landfills and "incinerator" facilities, as defined by the regulations of the commonwealth.

OPEN DUMP. A site where refuse is dumped which, due to lack of control, may create a breeding places for flies and rats, may cause air or water pollution or may catch fire.

QUALIFIED GEOLOGIST. A qualified geologist shall have a masters degree in geology from an accredited university or college and have experience in hydrogeology.

SANITARY (CONTAINED) LANDFILL. A type of landfill which may accept for disposal all non-hazardous solid wastes and limited quantities of household hazardous waste, industrial waste and generator hazardous waste. **SANITARY LANDFILLS** shall operate in compliance with all requirements and regulations of this chapter and with all requirements and regulations of the commonwealth.

SOLID WASTE(S). All putrescible and non-putrescible refuse in solid form. "Solid" includes, but is not limited to, garbage, rubbish, ashes, incinerator residue, street refuse, dead animals, demolition wastes, construction wastes, solid commercial and industrial wastes and special wastes including explosives, pathological wastes and radioactive materials.

(Ord. 8, passed 10-23-1987, § 4.616; Ord. 3-2002, passed 5-3-2002)

§ 155.167 NEED FOR SPECIFIC STANDARDS.

If proper landfill standards are not adhered to, the operation may result in an open dump and create a serious health hazard. A completed landfill will settle and will require periodic maintenance. Because of this settlement factor, special design and construction techniques must be utilized for building constructed on a completed landfill. As a result of the factors listed above, sanitary landfills must be placed in an exclusive use zone, which includes specific design standards and appropriate protection for subsequent use.

(Ord. 8, passed 10-23-1987, § 4.603; Ord. 3-2002, passed 5-3-2002)

§ 155.168 PLANNING FOR THE LANDFILL.

(A) Due to the potentially adverse environmental impact of a landfill, geologic and soils reports, a topographic map and a preliminary operational plan shall be required with the application for appropriate zoning. The Planning Commission may

recommend approval of and the County Fiscal Court may grant the change to the zoning for E-ZL zoning based on the information in the geologic and soils reports and a preliminary operational plan showing how any site problems could be resolved; and, provided that, the site size requirements and the site design standards can be met.

(B) Any application for an E-ZL Zone District must also obtain the necessary permits from federal, state and local agencies having jurisdiction over any phase of operation. No landfill construction shall commence until a landfill construction permit has been issued by the Division of Waste Management of the Natural Resources and Environmental Protection Cabinet and no landfill operation shall begin until the permit to operate has been issued by the Division of Waste Management of the Natural Resources and Environmental Protection Cabinet and submitted to the Frankfort/Franklin County Planning Commission, through the Franklin County Planning, Zoning and Building Code Enforcement office. The Planning Commission shall withhold any approval until the applicant has demonstrated compliance with the site development and operational standards contained herein.

(Ord. 8, passed 10-23-1987, § 4.604; Ord. 3-2002, passed 5-3-2002)

§ 155.169 REPORTS AND SITE DEVELOPMENT AND OPERATIONAL PLANS.

(A) Detailed plans, specifications, maps and reports shall be submitted in triplicate to the Planning Commission for review. The data in the following reports should be prepared in a form, which facilitates its use in proper engineering design of the landfill. Problem areas must be delineated and recommendations for proper solution included in the report. The plans, specifications and maps for the operational plan may be submitted in the manner required by the permitting regulations of the Division of Waste Management of the Natural Resources and Environmental Protection Cabinet for solid waste landfills contained in 401 KAR 47:170.

(B) Operation plan and maps must be prepared including the following information:

- (1) The proposed fill area;
- (2) Any borrow area;
- (3) Access roads;
- (4) On-site drives;
- (5) Grades for proper drainage of each lift required and a typical cross-section of a lift;
- (6) Special drainage devices, if necessary;
- (7) Location and type of fencing;
- (8) Structures existing or to be located on the site;
- (9) Existing wooded areas, trees, ponds or other natural features to be preserved;
- (10) Existing and proposed utilities;
- (11) Phasing of landfill operations on the site;
- (12) A plan and schedule for site restoration and completion;
- (13) A plan for the ultimate land use of the site if possible;
- (14) Method of operation including weighing of wastes, cross-sectioning the site at definite time intervals, thickness of cover material, depth of cells and lifts, compaction, wet weather procedures, cold weather procedures, amount, type and size of equipment and personnel; and
- (15) And all other pertinent information to indicate clearly the orderly development operation and completion of the landfill.

(Ord. 8, passed 10-23-1987, § 4.605; Ord. 3-2002, passed 5-3-2002)

§ 155.170 ENGINEER'S CERTIFICATION.

Landfill facilities shall be designed in accordance with this chapter by a registered civil engineer whose certification shall appear on all plans and specifications in the same manner as required by the Frankfort/Franklin County Subdivision Regulations.

(Ord. 8, passed 10-23-1987, § 4.606; Ord. 3-2002, passed 5-3-2002)

§ 155.171 OTHER PERMITS REQUIRED.

Prior to the operation of the landfill, the commonwealth's Natural Resources and Environmental Protection Cabinet must issue permits for disposal of all solid waste, except where a person is disposing of solid waste from his or her own household on his or her own property.

(Ord. 8, passed 10-23-1987, § 4.607; Ord. 3-2002, passed 5-3-2002)

§ 155.172 SITE LOCATION STANDARDS.

The following site location standards must be met if at all possible, for they are designed to protect the public health, safety and welfare, and these standards must be balanced against the community's need to dispose of its solid waste and the total environmental and economic costs of such disposal.

(Ord. 8, passed 10-23-1987, § 4.608; Ord. 3-2002, passed 5-3-2002)

§ 155.173 SOIL AND GEOLOGIC CRITERIA.

(A) *General.* Any landfill should be located on a site, which has suitable soil, hydrologic and geologic characteristics. Areas with karst topographic features may pose significant problems for proposed landfill sites. Any problems inherent in such a site must be demonstrated as capable of a satisfactory engineering solution. Therefore, there is a need for a soil report and a geologic report to determine if the soil, hydrologic and geologic characteristics meet required standards.

(B) *Soil characteristics.* A field survey must be made to determine that the site has:

(1) Sufficient impermeable material to form a seal between the base of the landfill and bedrock, and if the site is located above the kind of subsurface stratification which could leachate from the landfill to water sources, then impervious material must separate the landfill from unacceptable bedrock in accordance with the requirements and regulations of the commonwealth;

(2) Sufficient soil suitable for cover material with good workability and compaction characteristics;

(3) Slopes of less than 12%; and

(4) No flooding problems and is not within either a 100-year or 500-year base flood elevation, as determined by the National Flood Insurance Program, Flood Insurance Rate Maps for the county.

(Ord. 8, passed 10-23-1987, § 4.609; Ord. 3-2002, passed 5-3-2002) Penalty, see § 155.999

§ 155.174 GEOLOGIC CHARACTERISTICS.

(A) To prevent potential ground and surface water pollution, the site must be located in an area where no pollutants can enter the water supply. The ground water table must be located and the site designed to prevent its pollution. The site must be free of potential flooding problems and karst topographic features, which would erode the cover material or interfere with operation of the landfill.

(B) To eliminate the possibility of either surface or ground water pollution, the site should:

(1) Be located a safe distance from sinkholes, streams, lakes, wells and other water sources;

(2) Avoid being located above the kind of subsurface stratification that will lead the leachate from the landfill to water sources (i.e., fractured limestone);

(3) Use an earth cover that is nearly impervious; and

(4) Provide suitable drainage to carry surface water away from the site. Grading, diking, terracing, diversion details or tiling may be approved, where appropriate.

(Ord. 8, passed 10-23-1987, § 4.610; Ord. 3-2002, passed 5-3-2002) Penalty, see § 155.999

§ 155.175 SITE SIZE REQUIREMENTS.

The volume of space required is primarily dependent upon the character and quantity of the solid wastes, the efficiency of compaction of the wastes, the depth of the fill and the desired life of the landfill. These factors must be weighed in determining the appropriate size of the landfill.

(Ord. 8, passed 10-23-1987, § 4.611; Ord. 3-2002, passed 5-3-2002) Penalty, see § 155.999

§ 155.176 YARD REQUIREMENTS.

Minimum required depth of front, rear and side yards surrounding the waste boundary shall be 250 feet. No waste boundary shall be permitted within 750 feet of any dwelling or mobile home.

(Ord. 8, passed 10-23-1987, § 4.612; Ord. 3-2002, passed 5-3-2002) Penalty, see § 155.999

§ 155.177 ACCESSIBILITY.

The site should be easily reached by highways or arterial roads. All roads to the site should be of sufficient width and constructed to safely handle all sizes of trucks when fully loaded during all weather conditions. Problems such as narrow bridges, low underpasses and steep grades on access routes must be avoided.

(Ord. 8, passed 10-23-1987, § 4.613; Ord. 3-2002, passed 5-3-2002) Penalty, see § 155.999

§ 155.178 SITE DESIGN STANDARDS.

The following design features shall be incorporated into the site plans for a landfill.

(A) *Access design and on-site roads.*

(1) Particular attention must be given to proper, safe design of entrances and exits, with provision for right turn deceleration lanes, protected left turn lanes, acceleration lanes and, if needed, signalization of the intersection.

(2) Since the site should be accessible at all times, it is desirable to have several access routes so that if one route is temporarily unusable, the site can still be used.

(3) Distance of driveway entrance or exit from any adjacent lot line should be at least 125 feet, except for lots across the arterial road, off of which the access drive is located. Any portion of such access drive within 150 feet of the public street shall be paved or treated so as to be free of dust.

(4) The on-site roads to within 200 feet of the unloading area should be of all-weather construction and wide enough to permit two-way truck travel. Road grades should be designed for the largest fully-loaded trucks to travel at a reasonable rate. It is particularly important at large sites that traffic in and out of the area flow smoothly.

(B) *Fencing and landscaping.* The landfill area shall be enclosed with a substantial wall, fence or other adequate barrier at least five feet in height, to control access to the landfill site. The entrance gate must be capable of being locked and posted. A landscape strip, at least 50 feet in width shall be provided and maintained between the lot line and the waste boundary of the landfill. The Planning Commission may expand the size of the landscape strip to include a natural buffer such as an existing tree line. The required landscape strip shall consist of a triple row, staggered, planting of evergreen trees, at 15 feet on center, which are a minimum of six feet in height at the time of planting. Existing tree stands may be considered by the Planning Commission as meeting this buffer requirement if, in the opinion of the county's Engineer, the existing tree stands will provide the same amount or greater buffer than the required landscape planting strip.

(C) *Signs and directions.* Only necessary identification and directional signs shall be permitted. If the site is open to the public, a sign shall be posted at the entrances to inform the public of the hours of operation, cost of disposal and rules and regulations regarding disposal. At large landfill operations, signs should be used on the site to direct users to the appropriate unloading area.

(D) *Site operational standards.* Operating standards to prevent adverse health hazards and other nuisance like problems and by requirements and regulations of the commonwealth.

(Ord. 8, passed 10-23-1987, § 4.614; Ord. 3-2002, passed 5-3-2002) Penalty, see § 155.999

§ 155.179 COMPLETED LANDFILL.

(A) *Inspection.* An inspection of the entire site shall be made by the commonwealth's Natural Resources and Environmental Protection Cabinet, Division of Waste Management, to determine compliance with the approved plans and specifications before earthmoving equipment is removed from the site. Any necessary corrective work shall be performed before the landfill project is accepted as completed. The compliance notification from the commonwealth's Natural Resources and Environmental Protection Cabinet shall be submitted to the county's Planning and Zoning Office.

(B) *Subsequent maintenance.* Arrangements shall be made and appropriate bond or irrevocable letter of credit posted to assure the repair of all cracks, and eroded or uneven areas in the final cover following completion of the fill, the closure of the landfill and the maintenance of the landfill after closure in accordance with the requirements and regulations of the commonwealth. Care must be taken to maintain good drainage and the surface contours as designed in the approved plans. Additional fill and cover material shall be used as necessary. The land shall be graded, backfilled and finished to a surface, which will:

(1) Result in a level, sloping or gently rolling topography in substantial conformity or desirable relationship to the original site and land area immediately surrounding;

(2) Minimize erosion due to storm water runoff. Such graded or backfilled area shall be sodded or surfaced with soil of a quality at least equal to the topsoil of vegetation producing land areas immediately surrounding and to a depth of at least six inches; and

(3) Trees, shrubs, legumes or grasses shall be planted as approved on the site development and operational plans.

(C) *Decomposition, settlement and underground fires.*

(1) Decomposition, settlement and underground fires are problems, which can occur after completion of the landfill operation. Precautions must be taken to prevent gases produced during decomposition from concentrating in sewers or other structures. The designer of structures to be placed on the site must provide the means to allow the gas to dissipate to the atmosphere and not into the structure.

(2) Concentrated foundation loading must be avoided to prevent foundation cracking in structures placed on the completed fill area. However, special engineering design such as use of pilings may be included in the plans for subsequent structures.

(3) Provisions for extinguishing underground fire must be made and the possibility of such an occurrence considered in the design of structures placed on the site.

(D) *Subsequent land use.*

(1) The subsequent land use of the completed landfill site may be determined at the time of initial approval of the landfill. However, in cases where the location of the site, duration of its operation or transitory nature of surrounding uses make a decision concerning subsequent use premature, this decision may be made at the time of completion of the landfill operation.

(2) In all cases, the future uses determination shall be based on consideration of the following factors:

- (a) The relationship of the proposed use to the adopted Comprehensive Plan and other adopted community plans;
- (b) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future;
- (c) The susceptibility of the proposed use to damage resulting from settlement and other hazards inherent in the area filled;
- (d) The community need for the proposed use; and
- (e) The availability of alternative locations for uses proposed.

(Ord. 8, passed 10-23-1987, § 4.615; Ord. 3-2002, passed 5-3-2002)

Chapter 7 Attachments

CHAPTER 91: HEALTH AND SANITATION; NUISANCES

Section

Nuisance Abatement

- 91.01 Definition
- 91.02 Duty of maintenance of private property
- 91.03 Exterior storage of non-operating vehicles
- 91.04 Abandoned mobile/manufactured homes and campers; policy
- 91.05 Petition and notice
- 91.06 Abatement

Weed and Grass Control

- 91.20 Excessive growth prohibited
- 91.21 Notice; processing violation
- 91.22 Authority; remedies

Over-Width, Over-Length, Over-Dimensioned Vehicles

- 91.35 Size prohibited; permit required
- 91.36 Fee
- 91.37 Applications
- 91.38 Special permits for certain areas and times
- 91.39 Permit issuance

Open Burning

- 91.50 Extraordinary fire hazard
- 91.51 Burning prohibition
- 91.52 Notice of proclamation

- 91.99 Penalty

NUISANCE ABATEMENT

§ 91.01 DEFINITION.

For the purpose of this subchapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

NUISANCE. Any condition or the use of premises or of building exteriors in a residential or a commercial district which is or tends to render such properties as dangerous or detrimental or adverse to the health and welfare of others, or which causes or tends to cause substantial diminishing of the value of other properties in the area in which such premises are located. This includes, but is not limited to, the keeping or the depositing on or the scattering over the premises of any of the following:

- (1) Lumber, junk, trash or debris;
- (2) Abandoned, discarded or unused objects or equipment such as mobile or manufactured homes, campers, automobiles, furniture, stoves, refrigerators, freezers, cans or containers;
- (3) Partially dismantled, wrecked, junked, discarded or otherwise non-operating motor vehicles; and
- (4) Keeping unsanitary matter on premises. It shall be unlawful for any person to keep or permit another to keep upon any residential or commercial property septic material, unless such material is retained in containers or vessels which deny access to humans, flies, insects, rodents or animals. This division (4) shall not apply to overflowing septic tanks and lateral lines as those items are subject to existing Health Department regulations.

(Ord. 14 (2005), passed 9-2-2005)

§ 91.02 DUTY OF MAINTENANCE OF PRIVATE PROPERTY.

No person owning, leasing or occupying or having charge of any residential or commercial property shall maintain, create

or permit such property or condition thereon to be a nuisance.

(Ord. 14 (2005), passed 9-2-2005) Penalty, see § 91.99

§ 91.03 EXTERIOR STORAGE OF NON-OPERATING VEHICLES.

No person in charge of or in control of any commercial or residential property, whether as owner, lessee, tenant, occupant or otherwise, shall allow any partially dismantled, wrecked, junked, discarded or otherwise non-operating motor vehicle to remain on such property longer than 30 days; and no person shall leave any such vehicle on any property for a longer time than 30 days; except that, this section shall not apply with regard to any vehicle in an enclosed building. This section shall further not apply with regard to any vehicle on the premises of a business enterprise operated in a lawful place and manner when the keeping or maintenance of such vehicle is necessary to the operation of such business enterprise; nor shall it apply with regard to a vehicle in the appropriate storage place or depository maintained in a lawful place and manner.

(Ord. 14 (2005), passed 9-2-2005) Penalty, see § 91.99

§ 91.04 ABANDONED MOBILE/MANUFACTURED HOMES AND CAMPERS; POLICY.

No person in charge of or in control of any commercial or residential property, whether as owner, lessee, tenant, occupant or otherwise, shall allow any abandoned, junked, discarded or otherwise non-inhabitable mobile/manufactured home or camper to remain on such property longer than 30 days and no person shall leave any such mobile/manufactured home or camper on any property for a longer time than 30 days; except that, this section shall not apply with regard to any camper that is being stored on residential or commercial property when not being used for recreational use.

(Ord. 14 (2005), passed - -2005; Ord. 14 (2005), passed 9-2-2005) Penalty, see § 91.99

§ 91.05 PETITION AND NOTICE.

This subchapter shall be enforced upon a complaint being filed with the County Judge/Executive or the office of Planning and Zoning. The County Enforcement Officer shall visit the site of the alleged violation, upon investigation, determine if the owner, lessee or occupant of any residential or commercial property is maintaining or keeping a nuisance thereon or maintaining his or her premises in a manner causing substantial diminishing of the value of other property in the area, or tends to render such properties as dangerous or detrimental or adverse to health and welfare of the residents of the county, then the enforcement authority shall serve notice on the property owner, lessee, occupant or person having charge of the premises directing said person(s) to abate the nuisance within ten days of receipt of the notice.

(Ord. 14 (2005), passed 9-2-2005)

§ 91.06 ABATEMENT.

(A) In the event that an owner, lessee or occupant is notified by the County Enforcement Officer that an abandoned mobile home/manufactured home or camper must be removed from the property, the County Fiscal Court will provide for the costs of the demolition and compaction of the abandoned structure into a dumpster, along with associated cleaning of the site. The owner, lessee or occupant shall be responsible for the rest and remainder of the disposal costs.

(B) In the event an owner, lessee or occupant fails to pay for the costs of the dumpster and landfill disposal charges, the County Fiscal Court shall advance those costs, secured by a lien against the property for those costs, plus interest accruing at the rate of 1% per annum, to be filed in the office of the County Court Clerk.

(Ord. 14 (2005), passed 9-2-2005)

WEED AND GRASS CONTROL

§ 91.20 EXCESSIVE GROWTH PROHIBITED.

It shall be unlawful for the owner, occupant or person having control of management of any land within the county, outside the corporate limits of the City of Frankfort, Kentucky, to permit the excessive growth thereon of bushes, weeds or grass on tracts of land containing less than two acres or on tracts of land which has been platted of record in the County Court Clerk's office and on which development has commenced or tracts occupied by single-family dwellings.

(Ord. 13-2018, passed 7-19-2018) Penalty, see § 91.99

§ 91.21 NOTICE; POSSESSING VIOLATION.

Whenever such a situation is discovered, any official named herein shall be given five days' notice to the owner, occupant or person having control or management of said land to remedy such situation. Said notice shall be by first class mail to the last known address of the owner of said property, as it appears on the current tax assessment roll. The notice shall state that the owner shall comply and continue to cut said weeds and grass or be subject to penalties hereinafter listed in § 91.99(C) of this chapter. Upon the failure of the owner of the property to comply, any official named herein is authorized to immediately begin processing said violation through the court system.

(Ord. 13-2018, passed 7-19-2018)

§ 91.22 AUTHORITY; REMEDIES.

(A) This subchapter is hereby declared to be an exercise of the County Fiscal Court's police power for the preservation of the public, peace, health, safety and general welfare. The Building Inspector, Codes Inspector, Sheriff or any peace officer is empowered by the County Fiscal Court to enforce the requirements of this subchapter upon reference by the County Judge/Executive's office.

(B) In addition to the remedies hereinabove provided, the county may send employees or other workers upon the property to remedy the situation; the county shall have a lien against said property for the reasonable value of labor, materials and administrative costs used in remedying such situation. The affidavit of the designated enforcement official or any of them shall constitute prima facie evidence of the amount of the lien and the regularity of the proceedings. A statement of lien may be filed in the County Clerk's office and shall be notice to all persons from the time of its recording and shall bear interest at 6% per annum thereafter until paid.

(Ord. 13-2018, passed 7-19-2018)

OVER-WIDTH, OVER-LENGTH, OVER-DIMENSIONED VEHICLES

§ 91.35 SIZE PROHIBITED; PERMIT REQUIRED.

(A) No vehicle, object or contrivance of a width greater than ten feet or with a combined length of vehicle, object or contrivance and towing vehicle greater than 60 feet shall be towed upon any road maintained by the County Fiscal Court unless and until a special written permit has been issued by the Superintendent of the County Road Department.

(B) Permits may be issued for single trips on all over-length, over-width and over-dimensioned vehicles, objects or contrivance and towing vehicles in excess of ten feet in width and/or 60 feet in total or combined length.

(Ord. 44 (1989), passed 6-23-1989) Penalty, see § 91.99

§ 91.36 FEE.

There shall be no fee charged for the issuance of the permit.

(Ord. 44 (1989), passed 6-23-1989)

§ 91.37 APPLICATIONS.

Applications for over-length, over-width and over-dimensioned permits shall state: the purpose of the movement for which a permit is requested; the portion of the county road system to be used; the cargo to be hauled or moved; the period of time to complete the movement; and the identity of the vehicles to be used.

(Ord. 44 (1989), passed 6-23-1989)

§ 91.38 SPECIAL PERMITS FOR CERTAIN AREAS AND TIMES.

(A) Special permits to permit the movement shall be limited to designated portions of the county road system at stated periods of time during daylight hours from Monday through Friday.

(B) The term **DAYLIGHT HOURS** means the period from one-half hour before sunrise to one-half hour after sunset, but it does not include such period or part thereof when atmospheric conditions render visibility lower than is ordinary the case during such daylight hours.

(C) If satisfactory proof of emergency is furnished, the Superintendent of the County Road Department may authorize moves during other restricted hours.

(Ord. 44 (1989), passed 6-23-1989)

§ 91.39 PERMIT ISSUANCE.

The Superintendent, in issuing a permit for an over-width, over-length and over-dimensioned vehicle, object or contrivance, shall take into consideration the type of road to be used based on its maintained condition; the width of said road from the ditch line to ditch line; the width of the pavement of said road; whether or not said cargo, vehicle, object or contrivance will block said road or render said road impassable where it poses a danger to health, safety and welfare to the residents of said road.

(Ord. 44 (1989), passed 6-23-1989)

OPEN BURNING

§ 91.50 EXTRAORDINARY FIRE HAZARD.

Whenever the Division of Forestry of the commonwealth notifies the county that an extraordinary fire hazard exists in the county, as determined by the National Fire Danger Rating System, and fire occurrence, the County Judge/Executive may proclaim such condition to exist in the county.

(Ord. 8 (1986), passed 10-3-1986)

§ 91.51 BURNING PROHIBITION.

No person shall, when a proclamation as provided for in §91.50 of this chapter has been issued, light or maintain an open fire at any location in the county while such proclamation is in effect. Any person violating this section shall be subject to the fines and penalties hereinafter provided.

(Ord. 8 (1986), passed 10-3-1986) Penalty, see § 91.99

§ 91.52 NOTICE OF PROCLAMATION.

Notice of the proclamation provided for in §91.50 of this chapter shall be published in the newspaper of largest bona fide circulation in the county.

(Ord. 8 (1986), passed 10-3-1986)

§ 91.99 PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99 of this code of ordinances.

(B) If the owner, lessee, occupant or person having charge of any residential or commercial property shall maintain or keep a nuisance thereon longer than ten days after notice from the County Enforcement Officer, then each of them, upon conviction thereof, shall be fined not less than \$100, but no more than \$500, for each conviction. Each day of violation shall constitute a separate offense.

(C) Any property owner violating the provisions of §91.20 of this chapter shall, upon conviction, be deemed guilty of a misdemeanor and shall be fined in any sum not less than \$25, nor more than \$100, and each day that such property owner shall violate the provisions shall constitute a separate offense.

(D) Failure to obtain a permit for the movement of over-width, over-length or over-dimensioned vehicle, object or contrivance, per §§ 91.35 through 91.39 of this chapter, shall be a Class B misdemeanor.

(E) A person who violates §§ 91.50 through 91.52 of this chapter may be fined a sum not to exceed \$500 for each offense.

(Ord. 8 (1986), passed 10-3-1986; Ord. 44 (1989), passed 6-23-1989; Ord. 14 (2005), passed 9-2-2005; Ord. 13-2018, passed 7-19-2018)



Huston Wells
Franklin County Judge Executive

Franklin County Fiscal Court
100 Lewis Ferry Road
P.O. Box 280
Frankfort, KY 40602

Billy Joe Giles
Environmental Code Enforcement Officer

Phone: (502) 875-8760
billyjoe.giles@franklincounty.ky.gov

Date

Owner
Mailing Address
City, State Zip Code

Dear Mr. or Mrs.

Our office has received a complaint(s) on the condition of your property located at ADDRESS, Frankfort, KY 40601. In an inspection of your property this week, I found that you are in violation of the Franklin County Weed and Grass Ordinance, Ordinance No. 13, 2018 Series.

The Weed and Grass Ordinance requires that all property owners keep their yards mowed and free from high grass and weeds.

It will be necessary for you to be in compliance with this Ordinance within five (5) days of receipt of this notice. Failure to correct this violation within that time frame will result in being deemed guilty of a misdemeanor and shall be fined in any sum not less than Twenty-Five Dollars (\$25), nor more than One Hundred Dollars (\$100) and each day that such property owner shall violate the provisions shall constitute a separate offense. In addition to the remedies hereinabove provided, the County may send employees upon the property to remedy the situation; the County shall have a lien against said property for the value of labor and materials used to remedy the situation.

Thank you,

Billy Joe Giles
Environmental Code Enforcement Officer



Huston Wells
Franklin County Judge Executive

Franklin County Fiscal Court
100 Lewis Ferry Road
P.O. Box 280
Frankfort, KY 40602

Billy Joe Giles
Environmental Code Enforcement Officer

Phone: (502) 875 - 8760
billyjoe.giles@franklincounty.ky.gov

Date

Owner
Mailing Address
City, State, Zip Code

Dear Mr. or Mrs.,

Our office has received a complaint on the condition of your property located at Address of Complaint, Frankfort, KY 40601. In an inspection of your property this week, I found that you are in violation of the Franklin County Nuisance Ordinance, Ordinance No. 14, 2005 Series due to the junk and debris at this property.

This Ordinance defines "Nuisances" as "any condition or use of the premises or of building exteriors in a residential or commercial district which is detrimental to the property of others or which causes or tends to cause substantial diminishing of the value of other properties in the area in which such premises are located." This includes, but not limited to allowing a structure to become or continue to stay in a dilapidated condition, the keeping or the depositing on or the scattering over the premises the following:

1. **Lumber, junk, trash, or debris;**
2. **Abandoned, discarded or unused objects or equipment such as automobile, furniture, stove, refrigerators, freezers, cans or containers, mobile or manufactured homes and campers.**

In accordance with the Franklin County Nuisance Ordinance, you are hereby notified that you have thirty (30) days from the receipt of this notice to remove the junk and debris from your property. If after that time you have not cleaned this property up and brought it into compliance with the Nuisance Ordinance, this office will file a criminal complaint with the County Attorney's Office to ensure that you comply with this Ordinance. Upon conviction, you can be fined not less than one hundred dollars (\$100) and no more than five hundred dollars (\$500) for each conviction. Each day of violation shall constitute a separate offense.

Thank you,

Billy Joe Giles
Environmental Code Enforcement Officer



Office of the FRANKLIN COUNTY ATTORNEY

WARRANT AND CRIMINAL SUMMONS POLICY

If you desire to take a criminal charge, you **MUST** follow these procedures:

1. Once you sign the actual criminal complaint, if you fail to appear in Court to testify, the Judge may issue a criminal summons or bench warrant for your arrest for failure to appear.
2. The incident for which you want to charge someone with **MUST HAVE OCCURRED IN FRANKLIN COUNTY, KENTUCKY.**
3. The person you want to take a complaint against **MUST BE AT LEAST 18 YEARS OLD** at the time of the offense. **You MUST provide:** first and last name; complete address, and: either date of birth, social security number or driver's license number.
4. **WE MUST HAVE A COPY OF YOUR POLICE REPORT, if any.**
5. **WE MUST HAVE COPIES OF ANY PROOF TO ADDRESS THE CASE. THIS INCLUDES EMAILS, TEXT MESSAGES, PHOTOS, RECORDINGS, WITNESS STATEMENTS OR ANY OTHER FORM OF PROOF REGARDING YOUR ALLEGATIONS.**
6. If you have sustained financial loss and want to collect money, you may file a small claims complaint or a civil action in the District Clerk's office. We are not here to collect money for loans, rent, etc. This office is for **CRIMINAL PROSECUTION ONLY.**
7. If you seek a criminal charge, you must complete a separate form for **EACH INDIVIDUAL.**
8. **UPON COMPLETION, THE COUNTY ATTORNEY WILL REVIEW. IF THE CRIMINAL COMPLAINT IS APPROVED, WE WILL CALL YOU AT THE PHONE NUMBER YOU PROVIDE AND ASK YOU TO SIGN THE ACTUAL COMPLAINT.**

9. DO NOT CALL THIS OFFICE TO SEE IF YOUR COMPLAINT IS APPROVED- WE WILL NOTIFY YOU AS SOON AS IT IS REVIEWED.

10. IF YOU SHOULD MOVE OR CHANGE PHONE NUMBERS, NOTIFY US IMMEDIATELY.

I HAVE READ THIS FORM AND HEREBY STATE THAT THE ALLEGATIONS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF AND SO SWEAR OR AFFIRM UNDER PENALTY OF PERJURY.

I FURTHER AGREE AND UNDERSTAND THAT I HAVE BEEN ADVISED THAT THE OFFICE OF THE COUNTY ATTORNEY DOES NOT REPRESENT ME IN ANY FASHION IN AN INDIVIDUAL CAPACITY OR PERSONAL CAPACITY AND I MAY BE REQUIRED TO SEEK THE ADVICE OF MY OWN COUNSEL.

I FURTHER UNDERSTAND THAT NO ATTORNEY-CLIENT PRIVILEGE EXISTS BETWEEN MY SELF AND ANY MEMBER OF THE FRANKLIN COUNTY ATTORNEY'S OFFICE AND BY PROSECUTION OF THIS MATTER, NONE IS CREATED.

I FURTHER STATE AND AGREE THAT IF A CRIMINAL COMPLAINT IS ISSUED AND THAT IF I THEN FAIL TO APPEAR IN COURT AS NOTICED, THE CHARGES FILED MAY BE DISMISSED AND SANCTIONS AGAINST ME MAY BE FILED.

DATE: _____ SIGN: _____

PRINT YOUR NAME: _____

STATE OF KENTUCKY)
)SS
STATE AT LARGE)

Sworn and subscribed to in my presence, a Notary Public, by
_____, as voluntary act and deed, this, the ____ day
of _____, _____.

MY COMMISSION EXPIRES: _____

Notary Public, State at Large

NOTARY NUMBER

**IF WE CANNOT READ OR UNDERSTAND YOUR ALLEGATIONS, WE
CANNOT PREPARE THE COMPLAINT. PLEASE PRINT INFORMATION
CLEARLY.**

TODAYS DATE: _____ INCIDENT DATE: _____

YOUR INFORMATION:

NAME: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER(S): _____

DRIVER'S LICENSE NUMBER: _____

DATE OF BIRTH: _____

EMAIL ADDRESS: _____

INFORMATION ON THE INDIVIDUAL YOU ARE CHARGING:

NAME: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

SOCIAL SECURITY NUMBER: _____

DRIVER'S LICENSE NUMBER: _____

RACE: _____ SEX: _____

DATE OF BIRTH: _____

PLACE OF EMPLOYMENT: _____

WHAT IS YOUR RELATIONSHIP TO THIS PERSON? _____

BRIEFLY AND PRECISELY DESCRIBE WHAT TOOK PLACE CONCERNING THIS INCIDENT. BE SPECIFIC, INCLUDING MOTIVE OR A REASON THIS PERSON WOULD HAVE COMMITTED THIS CRIME AGAINST YOU.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears slightly aged or off-white. There is no handwriting or other markings on the page.