



Commercial Refuse Container (CRC) Rules and Regulations

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I. Introduction

A. Background

Chicago Department of Transportation (CDOT), Division of Infrastructure Management (DIM) permits Commercial Refuse Containers (CRC), while the Department of Streets and Sanitation (DSS) enforces CRC regulations. The following document describes the permitting process and fees. Please be advised that regulations and permit fees may change year-to-year. It is incumbent upon permittees to review the CRC Rules and Regulations, as well as the controlling Ordinance—Municipal Code of Chicago (MCC) § 7-28-215—prior to applying for a permit. By applying for a permit, permittees acknowledge and accept all applicable regulations and fees.

B. Commonly Used Acronyms and Phrases

BACP	Department of Business Affairs and Consumer Protection
CDOT	Chicago Department of Transportation
CRC	Commercial Refuse Container
DIM	Division of Infrastructure Management
DSS	Department of Streets and Sanitation
MCC	Municipal Code of Chicago

II. CRC Rules and Regulations

A. CRC Permit Requirements

1. Please review MCC § 7-28-215 for a detailed description of CRC permitting as it relates to CDOT. Other laws, rules, and regulations may apply.
2. “It shall be unlawful for any provider to place, maintain or provide refuse collection services for a refuse container for use in the City of Chicago unless such provider shall first obtain a refuse container permit for that container.”¹
3. CRC Permits are valid for a specific four-month period. Permit fees for the preceding period must be paid by the deadline described in Table 1.

¹ City of Chicago, Municipal Code of Chicago, 7-28-215(B), accessed December 20, 2021, https://codelibrary.amlegal.com/codes/chicago/latest/chicago_il/0-0-0-2641252_.

Table 1: Permit Periods and Fee Deadlines

Period Start	Period End	Fee Payment Deadline
April 1 st	July 31 st	July 15 th
August 1 st	November 30 th	November 15 th
December 1 st	March 31 st	March 15 th

For example, if a CRC provider intends to place a CRC in an alley on June 1st, and that CRC will be in place until July 1st, the CRC will need to obtain a permit for the April 1st to July 31st permit cycle prior to placing that CRC in the alley. The CRC providers will need to pay the permit fee by July 15th. If that same CRC provider decides to leave the CRC in the same alley until October 15th, they will need to obtain two permits: one permit for the April 1st to July 31st period, and one permit for the August 1st to November 30th period. The CRC provider will need to pay for the first permit by July 15th, and the second permit by November 15th. As described below, the CRC provider will also need to update their CRC placements monthly.

4. CRC providers are required to update the number, size, and location of their CRCs every month. CRC providers must enter their monthly updates by the tenth day of the month. Please review the CRC website for information on how submit CRC data.²
5. There is no charge for CRCs used exclusively for recyclable materials. These containers must be clearly marked with the universal recycling symbol.³

B. CRC Permit Fees

1. See MCC § 7-28-215(D) for the authorization to charge a permit fee. See the *Permit Fee Schedule* on the CDOT website for current CRC permit fees.⁴ Please note, permit fees may change annually.
2. Per MCC § 7-28-215(D), each CRC permit has an additional, 10% “technology surcharge” added to it. The technology surcharge is payable as part of the permit fee.

² City of Chicago, Chicago Department of Transportation, “Commercial Refuse Container Permits,” accessed December 20, 2021,

https://www.chicago.gov/city/en/depts/cdot/provdrs/construction_information/svcs/commercial_refusecontainerpermits.html.

³ See MCC § 11-5 for information on recycling and recyclable material.

⁴ City of Chicago, Chicago Department of Transportation, “Permit Fee Schedule,” accessed December 20, 2021, https://www.chicago.gov/city/en/depts/cdot/provdrs/construction_information/svcs/permit-fee-schedule.html.

C. CRC Permitting Process

1. CRC providers must obtain a regulated business license from the Department of Business Affairs and Consumer Protection (BACP) prior to applying for a CDOT CRC permit.⁵
2. With a valid business license, and a valid email address, CRC providers can acquire login credentials for the CRC permit application system. Please review the CRC website for more information on obtaining access to the application system (https://www.chicago.gov/city/en/depts/cdot/provdrs/construction_information/svcs/commercial_refusecontainerpermits.html).
3. CRC providers should use the CRC “spreadsheet template” to submit permit data. Please review the CRC website for more information on how to submit CRC data.
4. As noted previously, CRC providers are required to update their CRC placement data every month using the spreadsheet template. CRC providers must submit their updates by the tenth day of the month. Failure to notify CDOT of changes to CRC placements may result in sanctions.
5. Please address additional questions to dumpster@cityofchicago.org.

D. Invoicing

1. The CRC website will generate an invoice for a provider’s CRC placements during the last month of the four-month permit period. The invoiced amount is based on the four-month average of the number of CRCs types. See the CRC website for more information on invoicing and payments.

⁵ See MCC § 4-6-130 for more information private scavengers.