



# City of Acworth Community Development Department

4415 Senator Russell Avenue  
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[www.acworth.org](http://www.acworth.org)

## CHARITABLE DONATION BIN PERMIT

This permit becomes null and void if placement of the bin is not completed within 1 month.

### Applicant Checklist:

- \_\_\_\_\_ Signed letter of authorization from property owner/or authorized representative for placement of the bin on property.
- \_\_\_\_\_ Documentation of the owner/operator of the bin's not-for-profit status.
- \_\_\_\_\_ Documentation of the intended recipient of collected items and the percentage of funds collected or goods collected which will be paid or given to a charitable organization.
- \_\_\_\_\_ Site plan showing proposed exact location of the donation bin. Bins may NOT be placed on vacant land or in front of primary buildings.
- \_\_\_\_\_ Rendering or drawing of the bin proposed showing dimensions and size of the bin (may not exceed a capacity of 512 cubic feet).
- \_\_\_\_\_ Required Fee - \$50.00 payable to the City of Acworth.

Location/Street Address : \_\_\_\_\_

Zoning of subject property (may not be placed on residentially zoned land): \_\_\_\_\_

Bin Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ e-mail: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ e-mail: \_\_\_\_\_

### FOR OFFICE USE ONLY

ZONING APPROVAL: \_\_\_\_\_ TAX PARCEL NUMBER: \_\_\_\_\_

APPROVED FOR ISSUANCE BY: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Zoning Ordinance Section 66.5 - Donation Bin Regulations:**

- a) Must be owned and operated by a registered not-for-profit charity. Upon making application with the City of Acworth, the applicant shall provide documentation as such.
- b) Shall be permitted only as an accessory use to the principal use on an established lot of record. Bins shall be located to the side or rear of the primary structure only. No bin may be placed on a property where there is not a primary structure.
- c) Shall not be located in any residential district. When located in commercial business districts, there shall not be more than two (2) bins on properties less than one (1) and no more than four (4) bins on properties greater than one (1) acre. Designated recycling collection centers, as determined by the Administrator, shall be exempt from this regulation.
- d) The individual placing the bin shall disclose to the City the intended recipient of collected items and the percentage of funds collected or goods collected which will be paid or given to a charitable organization.
- e) The individual placing the bin shall submit to the City written permission of the property owner or authorized representative consenting to the placement and maintenance of the donation bin.
- f) The individual placing the bin shall keep the area around the bin free of litter, remove any graffiti from the bin within 48 hours of discovery and shall maintain the bin painted or otherwise unrudded and undented and in good repair.
- g) The location of the bin(s) shall not reduce the minimum parking requirements or be placed within the landscaped areas of the hosting lot.
- h) The bin(s) shall not exceed a capacity of 512 cubic feet.
- i) The bin(s) must be cleared of contents at least once per week.
- j) All bins must be safely designed in a manner that prevents the tipping over and prevents children from entering the bin.
- k) Each bin must bear the name and contact telephone number of the owner as well as all charitable organizations which benefit from the collected materials.
- l) If a bin is placed on property without first obtaining proper permits from the City, the owner of the bin(s) shall be notified to bring the bin into compliance. If the bin(s) are not brought within compliance, the City may have the bin(s) removed at the bin owner's expense. The bin(s) shall be held for a period of no more than 30 days at which, if not claimed, shall be disposed of. The bin owner shall be responsible for any and all fees associated with the removal, storage and disposal of the violating bin(s) and/or materials surrounding the bin(s) left on-site.

**I hereby certify that I have read and examined this document and know the same to be true and correct. I fully understand the regulations as presented and will abide by them. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.**

_____	_____	_____	_____
Contractor / Authorized Agent	DATE	Contractor / Authorized Agent	DATE
<b>PRINT NAME</b>		<b>SIGNATURE</b>	