



City of Oakland
Request for Service Exemption
Owner-Occupied Second Dwelling Units



REQUIREMENTS TO QUALIFY FOR THIS SERVICE EXEMPTION:

Form Rev 10/21/21

Oakland Municipal Code (OMC 8.28.120) requires property owners to have solid waste removed from the premises at least weekly. The minimum solid waste collection service is 20 gallons per week per residential dwelling unit (OMC 8.28.140). The Oakland Public Works Director may grant exemptions from the solid waste disposal requirement (OMC 8.28.100).

This exemption from service may be allowed only for one dwelling unit of an owner-occupied residential property with two dwelling units. Qualifications:

- Property is a two-unit residence on one parcel that is occupied by the property owner;
Neither unit is used for a commercial activity;
Both units are occupied by the owner's family, e.g., a two-unit residence used as a single-family home, or the second unit is occupied by a member of the owner's immediate family, or used by the owner for personal and non-commercial storage or office space, or used for other personal and non-commercial purpose, or is unoccupied on a long-term or permanent basis;
There is adequate solid waste collection service for the occupants of the residence.

THE EXEMPTION REQUEST PROCESS:

The on-site inspection will not be conducted due to the current coronavirus pandemic but may be reinstated with improved public health conditions to allow for safe performance of on-site inspections in the future. To be considered for an exemption, the primary dwelling must be owner-occupied, and the application responses must indicate the additional requirements set forth above are likely to be met. Approval of an exemption is subject to verification of compliance with requirements through a self-certification by the property owner. Exemptions are only valid for the current owner-occupant, are not transferrable, and are subject to annual re-verification, with an inspection fee (subject to change) of \$162.32. Re-verification will take place annually, on or near November 15th, after an exemption has been effective for one year. A complete Exemption Request needs to be accompanied by a Property Owner Certification. The City will then mail a notification letter to the applicant with its determination to either grant or deny the exemption request.

APPLICATION:

This is a: [] New Application [] Renewal (Re-Verification)

CONTACT INFORMATION:

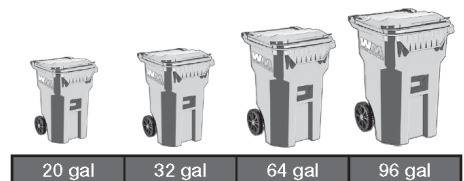
Property Owner's Name:
Daytime Phone: Email:
Preferred Contact Method: [] Phone [] Email
Primary Address: Zip:
Second Unit Address(s):

CURRENT SERVICE AND BILLING INFORMATION:

Service day: [] Mon [] Tues [] Wed [] Thurs [] Fri

Current size and number of containers on site for all units:

TRASH (Number of Carts): 20 gal 32 gal 64 gal 96 gal
COMPOST (Number of Carts): 20 gal 32 gal 64 gal 96 gal
RECYCLE (Number of Carts): 20 gal 32 gal 64 gal 96 gal



Please attach a copy of your most recent bill with your completed application. If you are submitting your renewal electronically, please attached a copy of your bill along with this application to your email.

Continued on next page. Entire form must be completed and signed



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CURRENT SERVICE USAGE INFORMATION:

Please estimate how much is set out for disposal each week by both dwelling units. (Estimate in gallons or percent each cart is full.)

TRASH: COMPOST: RECYCLING:

How long have you set out this much material or less?

QUALIFYING INFORMATION:

Does the owner of the property reside in at least one of the dwelling units?
Are there two dwelling units on the parcel?
Have previously separated units been permanently recombined?

How is the second unit used?
Occupied by additional persons who are members of the household.

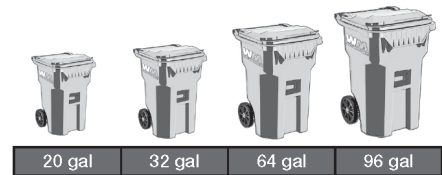
Incidental non-occupancy residential uses by the property owner (such as personal and non-commercial storage or work space). Describe:

Non-rental/vacant long-term.
Is the unit habitable?
If yes, why are you keeping it vacant?
What are your future plans for the unit

REQUESTED SERVICE LEVEL:

The exempted property will be treated as a single dwelling unit for the duration of the exemption. Required minimum trash service is 20gal. NOTE: The property will also only qualify for one bulky pickup collection annually.

TRASH: 20 gal 32 gal
COMPOST: 20 gal 32 gal 64 gal 96 gal
RECYCLE: 20 gal 32 gal 64 gal 96 gal



PROPERTY OWNER CERTIFICATION & SIGNATURE(S):

Owner/Applicant: By signing this form requesting exemption from minimum collection service levels for my second dwelling unit, I, certify under penalty of perjury that the answers above are true. I am aware that there are significant penalties for submitting false information and for violation of Oakland Municipal Code, including the possibility of fine and imprisonment.

Signature: Date:

Second Unit Resident: (Not required if second unit is vacant, has an incidental non-occupancy residential use, or if the second unit resident is a minor.) By signing this form, I, affirm I am a member of the Owner/Applicant's household, and agree to the requested combined service.

Signature: Date:

SUBMISSION INSTRUCTIONS: Please submit (1) signed form and certification and (2) copy of recent solid waste collection bill to:

recycling@oaklandca.gov

OR mail to:

City of Oakland, Public Works, Environmental Services Division - Recycling Hotline
250 Frank H. Ogawa Plaza, Suite 5301
Oakland, CA 94612

Questions: (510) 238-SAVE (7283) or recycling@oaklandca.gov