



CHARLES COUNTY GOVERNMENT
Department of Public Works

Martin L. Harris
Director

January 1, 2025

In accordance with Section 9-1711 of the Environment Article, Annotated Code of Maryland and the Charles County Comprehensive Solid Waste Management Plan, each apartment and/or condominium owner (or Property Manager) must submit an Annual Reporting Form for Recycling to the Charles County Department of Public Works (DPW), Environmental Resources Division. In October 2014, Section 9-1711 became effective and required owners of apartment and/or condominium complexes with ten or more dwelling units to implement a recycling program for their tenants. In addition to registering the recycling program, the owner(s) are also required to submit an Annual Reporting Form for Recycling to DPW.

Please complete Sections 1 and 2 of the form and contact your recycling hauler to ensure accurate reporting. DPW is requiring all forms to be completed and submitted no later than **April 1, 2025**. The form is available and may be submitted online at www.CharlesCountyMD.gov/recycling. Forms may be emailed to CoatesG@CharlesCountyMD.gov or mailed to the address below. Failure to submit the Annual Reporting Form may result in fines up to \$50 per day for noncompliance, per Section 9-1711 of the Environmental Article, Annotated Code of Maryland.

If you have any questions, please contact me at CoatesG@CharlesCountyMD.gov or 301-932-3599.

Sincerely,

Gail Coates
Recycling & Litter Control Superintendent
CoatesG@CharlesCountyMD.gov
301-932-3599

Department of Public Works
Attn: Gail Coates
1001 Radio Station Road
La Plata, MD 20646



Public Works: Utilities
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Public Works: Facilities
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Equal Opportunity Employer
www.CharlesCountyMD.gov
Maryland Relay: 7-1-1 (TDD: 1-800-735-2258)