



Iowa Solid Waste Comprehensive Planning Plan Update Form

Resources

[Iowa Code 455B Division IV Part 1 and Iowa Administrative Rule Chapter 567—104](#)
[DNR Solid Waste Comprehensive Planning webpage](#)

Instructions/Notes

Items denoted with an asterisk (*) and noted as optional are not required. The completion of these items is recommended to provide information for the following purposes.

- Inform residents and stakeholders within the planning area.
- Provide benchmark data that may assist the planning area with its long-term planning.
- Assist DNR in understanding challenges that may potentially be addressed through state-wide programs and services.

Planning Area Name _____

Planning Area Website* _____

Section 1: Electronic Submission Certification

I certify that I am the authorized representative of the comprehensive planning area and that I have examined the information reported and believe the information is true, accurate and complete.

Signature _____ Date _____

Name _____ Title _____

Organization _____

Street Address _____

City _____ State _____ ZIP _____

Email _____

Office Phone _____ Mobile Phone* _____

Section 2: Contacts

Complete the contact information below. If the person certifying above is the same for one of the contacts below, check the box and leave the rest blank for that listing.

Primary Contact for Planning Area

Same as person certifying? ☐ Yes

Name _____ Title _____

Organization _____

Street Address _____

City _____ State _____ ZIP _____

Email _____

Office Phone _____ Mobile Phone* _____

Secondary Contact for Planning Area

Same as person certifying? ☐ Yes

Name _____ Title _____

Organization _____

Street Address _____

City _____ State _____ ZIP _____

Email _____

Office Phone _____ Mobile Phone* _____

Consultant for Planning Area (if applicable)

Same as person certifying? ☐ Yes

Name _____ Title _____

Organization _____

Street Address _____

City _____ State _____ ZIP _____

Email _____

Office Phone _____ Mobile Phone* _____

Section 3: Member Participation

3.1 Planning Area Description

Refer to [planning area descriptions](#) Do you agree with the description? ☐ Yes ☐ No, explain below

3.2 List 28E agreements that apply to any member of the planning area. Planning area members are typically cities and unincorporated areas of counties. Examples of type include: creation, renewal, membership change, etc. If the 28E agreement is not filed with the Secretary of State, attach the 28E agreement. Also, for each 28E agreement membership group, either attach or provide a digital link for a resolution, approving this comprehensive plan update.

List of Current 28E Agreements

Row	Title or description	Type	Expiration date	Sec. of State file #
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Notes*

3.3 In the first and second columns of the table below, list every city and unincorporated area within the planning area along with the county. For reference, planning area members are listed on the second page of the planning area's goal progress calculation. Then complete one of the following items based on the member's method of cooperation in the planning area.

- If the member is joined in a 28E agreement, list the row number from the table above that identifies the 28E agreement in which the member is covered.
- If the member is not covered in a 28E agreement, list the member's resolution number that approves the comprehensive plan update and either attach the resolution or note the digital link to the resolution.
- If the member is within a designated Iowa Solid Waste Environmental Management System (EMS) service area, check the box in the last column.

As needed, insert additional copies of this page so there is one row for each member.

List of Members

[illegible]

Notes*

Section 4: Solid Waste Disposal Projects and Contractors

4.1 Complete a table for each of the solid waste disposal projects that are or have been in operation anytime within the past 5 years or are under development. As needed, insert additional copies of this page.

Resources

[DNR Solid Waste Permitting database](#)

[Map of Iowa active landfills/transfer stations](#) at bottom of webpage

Facility Name			
Permit Type	Choose Type	Permit Status	Choose Status
Street Address*		City	ZIP*
Contact Name		Email	
Facility Phone		Facility website*	
If TS, name facility of final disposal		State	
For operating MSW landfills only, also complete the section below.			
		State	
List transfer stations from outside of planning area that designate this landfill for final disposal		State	
		State	
		State	
		State	
Year site is expected to close*			
Vendors for appliance management			
Vendors for tire management			
Additional Notes*			

Facility Name			
Permit Type	Choose Type	Permit Status	Choose Type
Street Address*		City	ZIP*
Contact Name		Email	
Facility Phone		Facility website*	
If TS, name facility of final disposal		State	
For operating MSW landfills only, also complete the section below.			
		State	
List transfer stations from outside of planning area that designate this landfill for final disposal		State	
		State	
		State	
		State	
Year site is expected to close*			
Vendors for appliance management			
Vendors for tire management			
Additional Notes*			

4.2 Provide a description of any significant changes in disposal operations or facilities that are expected to be implemented or seriously considered during the next 5 years or more. This may include but is not exclusive to closures, expansions, developments, new technologies or new processes. As applicable, note attachments or digital links to files.

4.3 Complete the following table to list cooperation with privately owned or operated solid waste sanitary disposal projects participating in the comprehensive plan update. Either attach a letter of cooperation or note a digital link for each listing.

Cooperation from Private Solid Waste Sanitary Disposal Projects

DNR Facility Number	Facility Name	Owner	Operator

Notes*

4.4 Complete the following table to list contracts that any city, county or public agency has with haulers to comply with comprehensive plan requirements. Examples of type include MSW or single-stream recycling.

Cooperation from Haulers

Public Agency or Agencies	Hauler	Type*	Expiration Date *	Digital link or place contract is filed*

Notes*

Section 5: Public Participation

5.1 Summarize ongoing strategies used by the planning area and/or its members to provide the public with opportunities for input. As applicable, provide digital links and note any attachments.

Strategy	Implemented by	Public Input Method & *Digital Links

Notes*

5.2 List public meetings that were held to develop the comprehensive plan update. Provide digital links to provide proof for publicity of the meeting, an account of public comments and meeting minutes. If applicable digital links are not available, make a note below and provide attachments.

Meeting Type	Mtg. Date	Digital Link to Publicity, Public Comments and Minutes
Informational		
Public Review/Comment		
*Other		
*Other		
*Other		
*Other		
*Other		
*Other		
*Other		
*Other		

Notes*

Section 6: Changes in Waste Generation & Composition and Goal Progress Factors

6.1 DNR will use the most recent base year waste tonnage and most current fiscal year data set to complete the comprehensive plan update goal progress calculation. Complete the following items regarding the most recent past fiscal year.

- a. Report the number of tons that were generated within the planning area and disposed outside of Iowa. Include details that identify pertaining planning area members and out of state facilities along with the report year.
- b. Describe changes in waste composition and waste generation rates over the past 5-6 years. Note any attachments or digital links.
- c. *Provide any comments or notes regarding the current fiscal year data set.
- d. *Other
- e. *Other

6.2 Complete the following table to describe changes in the planning area since the last approved plan or plan update (typically 5 years ago). Use the drop-down selections for the second column.

Changes from the Past

	Change	Description of possible causes for change
Population	Choose Change	
Employment	Choose Change	
Industrial production	Choose Change	
Waste generation	Choose Change	
Waste composition	Choose Change	
*Other	Choose Change	
*Other	Choose Change	

Notes*

6.3 Complete the following table to project changes and their potential effect on waste generation and composition for the next 5 years. Use the drop-down selections for the second column.

Anticipated Changes for the Future

	Projected Change	Description of possible causes for change	Anticipated Effect on Waste Generation and Composition
Population	Choose Change		
Employment	Choose Change		
Industrial production	Choose Change		
Waste generation	Choose Change		
Waste composition	Choose Change		
*Other	Choose Change		
*Other	Choose Change		

Notes*

Section 7: Integrated Solid Waste Management

Waste Management Hierarchy per 455B.301A, in descending order of preference:

- a. Volume reduction at the source.
- b. Recycling and reuse. (Note: this also includes but is not limited to composting, anaerobic digestion)
- c. Waste conversion technologies.
- d. Combustion with energy recovery.
- e. Other approved techniques of solid waste management including but not limited to combustion for waste disposal and disposal in sanitary landfills.

7.1 Provide a narrative of all waste management programs implemented in the past 5-6 years, addressing all components of the state's waste management hierarchy. Include the following items for each program:

- a. Program description
- b. Responsibility for program oversight
- c. Public education strategies employed
- d. Targeted audiences
- e. Anticipated impact on the waste stream and diversion for the next 5-6 years

As applicable, note any attachments or digital links.

7.2 Discuss the changes, including new and evolving strategies, efforts and programs implemented for the following items in the past 5-6 years.

- a. Increase public awareness about proper recycling and disposal options for motor oil
- b. Increase public awareness about proper recycling and disposal options for lead-acid batteries
- c. Encourage proper disposal of household appliances
- d. Encourage tire stewardship and proper tire recycling and disposal
- e. Encourage backyard composting and proper yard waste management
- f. Encourage residents to properly manage household hazardous waste
- g. *Encourage the reduction of food waste
- h. *Encourage the reduction of construction and demolition waste
- i. *Other
- j. *Other

Notes*

7.3 Provision of Separation of Paper, Plastic, Metal & Glass

Does every resident within the planning area currently have access to recycling services for paper, plastic, metal and glass? ☐ Yes ☐ No

Describe the programs and services that are available in the planning area that provide for the separation of paper, plastic, metal, and glass within the planning area, noting any attachments and digital links.

7.4 Optional: Complete the table below, describing existing access to recycling services. Use the Sector(s) column to indicate which residential sector(s) is being identified in the row, such as single-family, multi-family, subscribers only, all, etc. As needed, attach additional copies of this page of the form and note any attachments.

[illegible]

Notes*

7.5 Optional: Describe any reduction or loss of programs or services during the past 5-6 years that caused the management of waste streams or materials to change to a less preferred method on the waste management hierarchy. For each item, include its impact so far and its anticipated impact in the next 5 years or more. Note any attachments or digital links.

Section 8: Evaluation of Progress

Check which of the allowable methodologies were employed to evaluate progress in the last 5-6 years towards meeting the state's waste volume reduction and recycling goals. Multiple boxes may be checked.

- ☐ Trend analysis of goal progress since the initial comprehensive plan
- ☐ Formal, stakeholder-based collaborative goal-setting process
- ☐ Analysis of the effectiveness or benefit of existing programs

Explain the analysis below, noting any attachments and digital links.

Section 9: Plan Implementation

Provide a specific plan and schedule for implementing the comprehensive plan during the next 5-6 years. Include the following items:

- a. Proposed activities and locations
- b. Responsible organization(s)
- c. Implementation milestones
- d. Public education strategies
- e. Anticipated impact on the waste stream and diversion

As needed, note any attachments or digital links.

Section 10: Fees for Comprehensive Planning

Of retained tonnage fees, a first portion (varies between \$0.80 - \$1.05/ton depending on diversion rate) is to be used for comprehensive plan implementation and the remaining \$0.50/ton is to be used for environmental protection activities and comprehensive planning.

10.1 Complete the table below to give an overview of expenditures for comprehensive plan **implementation** over the past 5-6 years.

Retained Fees Used for Comprehensive Plan Implementation

Amount	Fiscal Year(s)	Description

Notes*

10.2 Complete the table below to give an overview of expenditures for environmental protection activities and comprehensive **planning** over the past 5-6 years.

Retained Fees Used for Environmental Protection Activities and Comprehensive Planning

Amount	Fiscal Year(s)	Description

Notes*

Section 11: Attachments & Notes

As needed, use this page or a format of your choice to list attachments or digital links to files.

List of Attachments

[illegible]