

# How to include a Contamination Reduction & Outreach Plan in your Solid Waste Management Plan

[RCW 70.95.090\(10\)](#) requires that all counties with a population of more than 25,000 include a Contamination Reduction and Outreach Plan (CROP) in their Solid Waste Management Plan (Plan) by July 1, 2021. This requirement also applies to cities with independent Plans in counties with more than 25,000 people. A complete list of all jurisdictions required to include a CROP in their Plans can be found in (*reference Appendix*).

Below is information on how to include a CROP in your Plan and how to submit it to Ecology for review.

## How do we include a CROP in our Plan?

- ***If you are not in the process of a Plan revision:***

If you are not in the process of revising your Plan, you should amend your Plan to include a CROP by July 1, 2021. Your Plan likely already includes a defined amendment process. This is the process you should follow and document to include a CROP to your Plan. If you don't have a defined amendment process, contact your regional Ecology Planner. They'll work with you to come up with an acceptable approach.

- ***If you are in the process of a Plan revision:***

If you are in the process of revising your Plan, you still need to prepare a CROP and submit it to Ecology by July 1, 2021, even if you are still working on your Plan. You should submit a copy your draft Plan that includes your CROP along with your expected timeline for completing your overall Plan revision. If you choose to adopt the State CROP in lieu of preparing your own (see section...), you can still revise and refine your CROP while completing your Plan revision.

To avoid unnecessary delays, we strongly encourage you to share your CROP with your regional Ecology Planner before taking official action to amend your Plan or to draft a CROP to include in your draft Plan revision. This would include taking action to adopt the State CROP in lieu of your preparing your own.

## How do we request a review by Ecology to ensure we've met the requirement to include a CROP in our Plan?

By July 1, 2021, you must send an email to your regional Ecology planner requesting a review of your CROP that includes the following:

- ***If you are not in the process of a Plan revision your email should include:***
  1. Documentation that your Plan was amended to include a CROP following the amendment process defined in your Plan or an alternative process you developed with your regional Ecology Planner.
  2. A copy of your Plan that includes your CROP.
- ***If you are in the process of a Plan revision your email should include:***
  1. An estimated timeline for completing your Plan revision including when you expect to submit a preliminary draft Plan to Ecology for review.
  2. A copy of your draft Plan revision that includes your CROP.

Ecology will not request the Utilities and Transportation Commission or the Washington State Department of Agriculture to review your CROP. Additionally, there is no requirement that you include a completed SEPA checklist with your CROP. These only apply if you are submitting a full draft of your Plan for a formal preliminary review.

## How will we know we've met the requirement to include a CROP in our Plan?

*Upon receipt of the materials listed above, Ecology will:*

1. Send an email to you acknowledging receipt of your request for review of your CROP.
2. Within 15 business days, send a letter to you confirming that your CROP meets the requirements under RCW 70.95.090(10); or
3. Send a letter to you describing what changes need to be made to meet those requirements. As noted above, to avoid having to go back and edit your CROP, we strongly encourage you to share it with your regional Ecology planner before you submit it for a formal review.

## Where should we include the CROP in our Plan?

If you are in the process of revising your Plan, we encourage you to include your CROP in the Waste Reduction and Recycling chapter or a related chapter in your Plan. If you are not in the process of revising your Plan, you could include your CROP as an Appendix and integrate it into one of the chapters in your Plan during your next update.

## How often do we need to update the CROP in our Plan?

Plans are required to be revised every five years and submitted to Ecology for approval. After you've included a CROP in your Plan, it should be reviewed – and updated if needed – the next time you revise your Plan. After July 1, 2021, Ecology will not be able to approve Plans for those jurisdictions covered under RCW 70.95.090(10) that do not include a CROP.