



Public Works Department

Construction and  
Demolition Debris  
Recycling Program

Waste Reduction and Recycling Plan  
Guidance Document

March 2019



## **Getting Started with your Construction and Demolition Debris Recycling Program and the Post Construction Waste Reduction & Recycling Summary Report (WRRS)**

### **Step 1 – Determine whether your project is subject to this requirement**

The following regulated projects must complete and submit a Certificate of Implementation and a Waste Reduction and Recycling Summary Report:

1. All Commercial additions or alterations;
2. All Residential additions or alterations that add floor space/increase size.
3. All Demolition of any structure requiring a permit.
4. All New Construction (pursuant to the California Green Building Code)

### **Step 2 – Complete a Certificate Of Implementation:**

- Submit to City for permit file.

### **Step 3 – Complete and submit a Post-Construction Waste Reduction & Recycling Summary Report (WRRS)**

- Submit the Post-Construction WRRS report to the City for review. Package to include WRRS form, weight tickets, etc.
- WRRS shall be submitted at least five (5) days prior to final inspection and issuance of certificate of occupancy or temporary certificate of occupancy.
- A final Certificate of Occupancy cannot be issued until these requirements have been satisfied.



**Certificate of Implementation**  
**City's Implementation of State Law:**  
 Construction and Demolition (C&D) Debris Recycling Program  
 State of California Green Building Code (CalGreen)

The California Green Building Code: Effective January 1, 2017, the 2016 CalGreen requires that all Commercial additions or alterations, all Residential additions or alterations that add floor space/increase size, all Demolition of any structure requiring a permit and all New Construction (pursuant to the California Green Building Code) are required to divert 65% of the construction materials generated during construction of the project. The City has therefore implemented a mandatory Construction and Demolition (C&D) Debris Recycling Program to divert at least 65% of these highly recoverable materials from the landfill in accordance with CalGreen. This Program shall as defined above.

\_\_\_\_\_  
 Property Address \_\_\_\_\_  
Project Number (e.g. CDP, APR, OC, Permit)

\_\_\_\_\_  
 Owner/Developer Name \_\_\_\_\_  
Phone#

E-mail address: \_\_\_\_\_

Proposed Solid Waste Hauler: \_\_\_\_\_

**\* A change in hauler is permitted as long as applicant notifies City in writing.**

**AFFIDAVIT OF PROJECT TYPE:** (check one or more)

- The project involves new construction.**       **The project involves commercial addition/alteration.**  
 **The project involves demolition.**               **The project involves residential addition/alteration.**

For all projects: A Summary Report shall be submitted to the City detailing how a 65% or greater diversion **was met** to comply with CalGreen. Sign both the Affidavit and Certification below.

\_\_\_\_\_  
 Signature \_\_\_\_\_ \_\_\_\_\_  
Printed Name Date  
 Property Owner/ Authorized Agent (circle which)  
 Licensed Contractor, License No. \_\_\_\_\_

**CERTIFICATION OF IMPLEMENTATION: C&D DEBRIS RECYCLING PROGRAM**

This is to certify a C&D Recycling Program for the above-referenced address will be implemented to divert a minimum of 65% and a Summary Report (detailing how the diversion was met) shall be submitted to the City upon project completion, prior to obtaining a Certificate of Occupancy.

I declare that I have read and understand the requirements of the City's C&D Debris Recycling Program and that the foregoing is true and correct.

\_\_\_\_\_  
 Signature \_\_\_\_\_ \_\_\_\_\_  
Printed Name Date  
 Property Owner/ Authorized Agent (circle which)  
 Licensed Contractor, License No. \_\_\_\_\_



# Post-Construction Waste Reduction & Recycling Summary Report (WRRS)

Pursuant to the California Green Building Code this form must be completed for the following types of projects:

- All Commercial additions or alterations;
- All Residential additions or alterations that add floor space/increase size.
- All Demolition of any structure requiring a permit.
- All New Construction

NOTE: Completed WRRS Reports shall be submitted to the City of Goleta Public Counter 5 days prior to Final Inspection and issuance of Certificate of Occupancy or Temporary Certificate of Occupancy. If you have questions, please call: 805-961-7575.

Building Permit#: \_\_\_\_\_ Date: \_\_\_\_\_

Project Address (Include floor, suite, etc.): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

1. Type of Project:       New Construction       Addition/Alteration       Demolition
2. Type of Building:       Commercial       Single Family Residence       Apartment/Condominium
3. Tenant Improvement:       Yes       No
4. Size of Project: \_\_\_\_\_ sq. ft. Construction Valuation \$ \_\_\_\_\_
5. Project Completion Date: \_\_\_\_\_
6. Briefly state how solid waste material was handled on your job site to ensure salvage/reuse or recycling.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please do not write below this line

Plan approve by: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Post-Construction Waste Reduction & Recycling Summary Report



**Diversion Requirement:** Reduce quantity of materials disposed at landfills by 65% or more.

Column A: List estimated quantities of waste for each material type (in tons). To convert material quantities to tons, use the Materials Conversion Worksheet provided in your packet.

Columns B, C, D: List estimated quantities reused, recycled, or disposed.

Column E: State the name of all vendors or facilities to be used to reuse, recycle or dispose of material listed. See example below for cases where more than one facility will be used for a particular material type.

Column Totals: Add up all quantities listed in Column A. Do the same for Columns B, C and D.

Building Permit#: \_\_\_\_\_ Project Address: \_\_\_\_\_

### Waste Reduction & Recycling Summary REPORT (WRRS Report)

Material Handling Methods - Indicate quantities (in tons only) for each material listed.					
Material Type	<u>A</u> Total Tons Generated (A=B+C+D)	<u>B</u> Quantity Salvaged or Reused	<u>C</u> Recycling	<u>D</u> Estimated Disposal	<u>E</u> Anticipated Material Destination(s) (R): Recycled; (D): Disposal
Example: Cardboard	2 tons		1.5	.5	(R) MarBorg (D) Tajiguas Landfill
Asphalt & Concrete					
Brick/Masonry/Tile					
Building Materials (doors, windows, fixtures, etc.)					
Carpet					
Carpet padding/Foam					
Cardboard					
Ceiling tile (acoustic)					
Dirt					
Drywall (used)					
Drywall (new, unpainted sheets or scrap)					
Landscape Debris (brush, trees, stumps, etc.)					
Scrap metal					
Unpainted Wood and Pallets					
Garbage/Trash					
Other					
Recycled mixed debris					
Column Totals					

7. To determine if the required 65% project waste reduction will be met, complete the following with the column totals:

(B \_\_\_\_\_ + C \_\_\_\_\_ ) / A \_\_\_\_\_ = \_\_\_\_\_ x 100 = \_\_\_\_\_ %

8. Is the percentage listed in #7 greater than or equal to 65%?  YES  NO - If "NO" please explain why:

\_\_\_\_\_

\_\_\_\_\_

9. Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**For Reference Only**  
**MATERIALS CONVERSION WORKSHEET - SEPARATED MATERIALS<sup>1</sup>**  
**(Total Tons Generated)**

This worksheet lists materials typically generated from a construction or demolition project and provides formulas for converting common units (i.e. cubic yards, square feet and board feet) to tons. It can be used for preparing your WMP Report, which require that quantities be provided in tons. Step 1 - For your WMP, enter estimated quantity for each applicable material in Column I, based on units of cubic yards (cy), cubic foot (cu ft), square feet (sq ft), or board foot (bd ft). For your Summary Report, use the actual quantities, based on weight tags, gate receipts, or other documents. Step 2 - Multiply by Tons/Unit figure listed in Worksheet Column II. Enter the result for each material in Column III. Step 3 - Enter quantities for each separated material from Column C on the Worksheet into the corresponding section of Column A of your WMP Report.

<u>Material Category</u>	<u>Column I Volume</u>	<u>Units</u>	<u>x</u>	<u>Column II Tons/unit</u>	<u>=</u>	<u>Column III Tons</u>
<b>Asphalt/Concrete</b>	Asphalt (broken)	_____	cy	x	.7	= _____
	Concrete (broken)	_____	cy	x	.9	= _____
	Concrete (solid slab)	_____	cy	x	1.2975	= _____
<b>Brick/Masonry/Tile</b>	Brick (broken)	_____	cy	x	.7	= _____
	Brick (whole, palletized)	_____	cy	x	1.512	= _____
	Masonry Block (broken)	_____	cy	x	.6	= _____
	Tile	_____	sq ft	x	.00175	= _____
<b>Building Materials</b> (doors, windows, cabinets, etc.)	_____	cy	x	.15	= _____	
<b>Cardboard (flat)</b>	_____	cy	x	.05	= _____	
<b>Carpet</b>	(by square foot)	_____	sq ft	x	.0005	= _____
	(by cubic yard)	_____	cy	x	.3	= _____
<b>Carpet Padding/Foam</b>	_____	sq ft	x	.000125	= _____	
<b>Ceiling Tiles</b>	(whole - palletized)	_____	sq ft	x	.0003	= _____
	(loose)	_____	cy	x	.0875	= _____
<sup>2</sup> <b>Dirt</b>	_____	cu ft	x	.3852	= _____	
<b>Drywall (new or used)</b>	1/2" (by square foot)	_____	sq ft	x	.0008	= _____
	5/8" (by square foot)	_____	sq ft	x	.00105	= _____
<b>Drywall (demo/used)</b>	(by cubic yard)	_____	cy	x	.25	= _____
<b>Garbage/Trash</b>	_____	cy	x	.175	= _____	
<b>Landscape Debris</b> (brush trees, etc.)	_____	cy	x	.15	= _____	
<b>Scrap Metal</b>	_____	cy	x	.453	= _____	
<b>Unpainted Wood &amp; Pallets</b>	(by board foot)	_____	bd ft	x	.001375	= _____
	(by cubic yard)	_____	cy	x	.15	= _____
<sup>3</sup> <b>Other</b>	_____		x		= _____	

*cy = cubic yards    cu ft = cubic foot    sq ft = square foot    bd ft = board foot*      **Total Tons = \_\_\_\_\_**

<sup>1</sup> For additional conversion factors go to <https://www2.calrecycle.ca.gov/Search/?q=conversion+factors>

Sources:

<sup>1</sup>: City of Oakland PWD

<sup>2</sup> CalRecycle (factor averaged between 5 different types of dirt and converted to tons for consistency)

<sup>3</sup> For additional conversion factors go to <https://www2.calrecycle.ca.gov/Search/?q=conversion+factors>