



Waste Reduction and Recycling Plan: Before Construction

Commercial or multi-family development projects must recycle and/or salvage for reuse a minimum of 65% of nonhazardous construction and demolition waste. To obtain a permit for a development project, a deposit is required which will be returned (less administrative fees) when the applicant completes the guidelines below: Original receipts and additional paperwork is required within six (6) months of project completion for deposit refund. If required documentation is not submitted within this time, the deposit will be forfeited.

I hereby certify that I have read and state that this information is correct. I understand that falsification of information is punishable pursuant to Chapter 8.58 of the Glendale Municipal Code.

Applicant Signature, Date

Refundable Party Contact Information (The Person or Company Paying the Deposit):

Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone #: (day) _____ E-mail: _____ Contact Person: _____
 Company: _____ Phone # (cell): _____

Project Information:

Permit Number:	Project Valuation:	Project Address:	
Estimated Square Footage:	Start Date:	Completion Date:	

<p>Applicable Project Type:</p> <p><input type="checkbox"/> Demolition: 1,000 ft² or greater</p> <p><input type="checkbox"/> New Structure: 1,000 ft² or greater</p> <p><input type="checkbox"/> Residential Addition: 1,000 ft² or greater</p> <p><input type="checkbox"/> Tenant Improvement: 3,000 ft² or greater</p> <p><input type="checkbox"/> Non-residential Addition: 1,000 ft² or greater with permit valuation of \$200,000</p> <p><input type="checkbox"/> Reroof: 5,000 ft² or greater</p> <p><input type="checkbox"/> Any additions, improvements, construction or demolition with an estimated value of \$100,000 or more.</p> <p><input type="checkbox"/> None of the Above (if this box is checked, complete, sign and return only this page)</p>	<p>Building Type:</p> <p><input type="checkbox"/> Commercial</p> <p><input type="checkbox"/> Residential</p> <p>Residential Reroof Only:</p> <p>_____</p> <p>(Project Work Square Footage)</p>
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Determine the project's required diversion: Use project type to determine waste generated.

Commercial Construction: 4.7 lbs./ft ²	New Multifamily Residential Construction 11.5 lbs./ft ²
Commercial Construction-Tenant Improvement: 4.6lbs./ft ²	New Residential Construction (Single-Family): 8.5lbs./ft ²
Demolition (typical): 40lbs./ft ²	Wood Only (deck construction) 2lbs./ft ²

1. To determine the project's estimated debris, multiply the project's square footage by the appropriate waste generation rate above.
2. Multiply that weight total by .65 to determine the required pounds of diversion.

Project Type	
Project Square Footage	
Project Estimated Debris (lbs.)	
Multiply (lbs.) by .65*	

**This is the number of pounds that must be diverted to be eligible for a full refund. To determine the tonnage, divide this number by 2,000.*



Staff Use Only

Deposit Amount: \$	Date Deposit Paid:
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Projected Waste Management and Recycling Plan Worksheet: Estimated Diversion (Salvage, Reuse or Recycle): Fill out the following table with estimated tonnage for each material that will be generated (A = B + C)

Material Type	A. Estimated Total Debris Quantity	B.* Estimated Diversion - At least 65% of "A"	C. Estimated Disposal (Trash) – No More than 35% of "A"	Hauler	Certified Recycling Facility or Disposal Destination	Facility Certified Diversion Rate
Asphalt & Concrete						
Brick/Masonry/Tile						
Cabinets, *Doors, Fixtures, Windows (Circle applicable)						
Cardboard						
Carpet, Padding/Foam						
Ceiling Tile (acoustic)						
Dirt						
Drywall						
Landscape Debris						
Mixed C & D Debris						
Mixed Inerts						
Roofing Materials						
Scrap Metal						
Stucco						
Universal Waste						
Unpainted Wood & Pallets						
Garbage/Trash						
Other						
TOTAL						

*To Estimate Recycling Rate: Total B/Total A x 100

Please confirm each facility's diversion rate. The most up to date list can be found on the City of Los Angeles' Certified Processor List (Mixed C&D Waste Recycling Rate)

Requirements to obtain a refund of your construction and/or demolition deposit:

1. Submit this Waste Reduction and Recycling Plan

- Identify materials to be diverted from disposal by recycling, reuse on the project or salvage for future use or sale
- Specify if waste materials will be sorted on-site (source-separated) or bulk mixed (single stream)
- Identify facilities where materials will be taken
- Identify construction methods employed to reduce the amount of waste generated
- Specify the amount of construction and demolition waste generated by weight or volume, but not both

2. Utilize a Certified Waste Management Company to Divert Materials (list available below)

Visit <http://www.glendaleca.gov/government/departments/public-works/integrated-waste-management/construction-demolition-debris/before-project-determine-estimated-project>

3. Properly Dispose of Universal Waste from Additions or Alterations

A nonresidential addition and alteration, requires verification that universal waste items such as fluorescent lamps, ballasts and mercury containing thermostats as well as other universal waste materials are disposed of properly and diverted from landfill.

**4. Recycle or Reuse One Hundred Percent of all Trees, Stumps, Rocks, Assorted Vegetation, and Soils
Project's Required Diversion**