



Construction & Demolition Waste Recycling Program

The following information is a supplemental guide to the City's Construction and Demolition (C&D) Recycling Ordinance. For details on the regulation, please refer to the actual Ordinance.

The City requires diverting a minimum of 50% of project waste and 75% of any inerts (concrete, soil, asphalt, and masonry) generated at C&D projects with permits covered by the Ordinance.

Is your project covered?

- Residential and commercial building, grading, remodeling, renovation, additions, tenant improvements and encroachment projects valued at \$50,000 or more.
- Residential and commercial roofing projects valued at \$10,000 or more.
- Residential and commercial re-roofing projects of more than 50% of the roof area or requiring five or more squares of material.
- All residential and commercial demolition projects regardless of value.
- City projects valued at over \$150,000.

How to comply:

1. Fill out and sign the Performance Agreement issued by the permit counter acknowledging that the project is covered by the C&D Ordinance.
2. Submit the refundable Performance Security ¹ to the City.
3. Pay the non-refundable Program Fee ² to the City.
4. Reuse or recycle 50% of project waste and 75% of inerts (concrete, soil, asphalt, and masonry.) Visit: <http://www.co.contra-costa.ca.us/depart/cd/recycle> for alternatives to landfilling material.
5. Use the attached "Request for Concord Disposal Hauling Services and/or Waiver" form prior to moving waste from the site and within 30 days of permit issuance.
6. Advise your hauler to request and retain all recycling and disposal receipts for all materials hauled for inclusion with the Final Report.

After project completion:

Complete the attached Final Report form within 30 days of project completion to the City's WMCO.

If there is a lack of recycling opportunities or materials were contaminated by hazardous waste,

- Indicate a request for an infeasibility exemption or contamination by hazardous waste on the Final Report form. (The City will consider the lack of recycling or processing facilities when assessing compliance. Some construction waste may not be able to be recycled due to the type of material or lack of recycling facility.)

¹ \$500.00 minimum Performance Security (1.5% of project valuation under \$50,000, 2% of project valuation over \$50,000). Party submitting the Performance Security (Depositor) is responsible for compliance with the Ordinance.

² Program Fee is 0.3% of project valuation.

For more information or copies of forms, please visit the City's C&D Ordinance webpage at:

<http://www.cityofconcord.org/living/recycle/cdordinance.htm> or

contact the Concord **C&D Ordinance Help Desk** at:

Email: cdhelp@ci.concord.ca.us /Ph: (925) 671-2700/ Fax: (925) 680-4877

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- If part of the project is contaminated by hazardous materials, it will not be recyclable. (If the City's WMCO determines that it is infeasible for the Applicant to meet the requirements of the C&D Ordinance due to lack of recycling and/or contamination by hazardous material, the WMCO will determine the minimum feasible diversion requirement and advise the permittee in writing stating the reason for acceptance of a lower diversion requirement. The City's WMCO may require additional information from the Applicant to assist in the determination of infeasibility and extend reporting and response deadlines to facilitate the receipt of information from the Applicant.)

Final Report Review:

The City's WMCO will review the Final Report to determine if the recycling requirements have been met. If requirements are met, the entire Performance Security will be returned to the Applicant. If requirements are not met the entire Performance Security will be forfeited to the City. If the WMCO has questions regarding your report, the applicant will be advised and given time to respond. The City has final discretion in determining compliance. The appeal procedure is described in Concord's Municipal Code, Chapter 82, Section 82-124. Projects are subject to audit by the City for up to one year after project completion.

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Request for Concord Disposal Hauling Services and/or Waiver Number

If you are not self-hauling or reusing 100% of project waste, complete this form and submit a copy to Concord Disposal Service at the start of hauling but no later than 30 days of permit issuance.

Fax to: (925) 692-2279, Attn: Sal Coniglio, Concord C&D Ordinance

Projects using CDS to haul 100% of project material are considered to be in compliance with the C&D Ordinance (CDS has a facility certified by the City). Projects served by CDS will be assigned a customer account number.

For project materials being hauled by a third-party (hauler other than CDS), CDS may issue a waiver number and return a copy of this request to you for submittal with the Final Report.

A separate request is required for each covered permit.

Permit Holder: _____ **Phone:** _____

Email Address: _____ **Fax:** _____

Mailing Address: _____

Permitted Project Address: _____

City Permit #: _____ **Person Submitting Request:** _____

Check the box(es) that apply and indicate how project materials will be hauled:

CDS will haul _____% of project material.

Third-party Hauler (hauler other than CDS) will haul _____% of project waste.

Name(s) of third-party hauler(s) to be used: 1. _____ 2. _____

_____% of material will be self-hauled.

_____% reused on-site.

If requesting a waiver, please explain why it is needed (a request for a waiver does not guarantee CDS will issue it): _____

***** Retain all correspondence for submittal with the Final Report. *****

| FOR CDS USE ONLY | |
|--|-----------------------|
| CDS Customer Account Number: | _____ |
| <input type="checkbox"/> Waiver Approved | Waiver # _____ |
| <input type="checkbox"/> Waiver Denied | Reason: _____ |
| Date: _____ | Representative: _____ |
| Representative Signature: _____ | |

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Final Report (Page 1 of 2)

Mail, fax, or E-mail completed forms and scale tickets within 30 days of project completion to:

C&D Ordinance Help Desk, 1950 Parkside Drive, MS 51, Concord, CA 94519

Fax: (925) 680-4877 / E-mail: cdhelp@ci.concord.ca.us

City Permit #: _____ Project Location: _____

Name of Person Completing Final Report: _____

Check ALL boxes that apply and complete fields and instructions below checked boxes:

- Reused project waste on-site (confirmed by a City representative).
- Concord Disposal Service hauled 100% of material. CDS Customer Acct #: _____
 1. Submit a copy of the final invoice from CDS with the Final Report form.
- CDS hauled part of project material. CDS Account #: _____
 1. Include a copy of the final invoice from CDS with the Final Report form.
 2. Complete "Material Record" and submit to City with Final Report form.
 3. Include receipts for all project material recycled with Final Report form.
 4. Include weight/dump tags for all project material disposed with Final Report form.
- Received waiver for third-party hauler from CDS. CDS Waiver #: _____
 1. Complete "Material Record" and submit to City with Final Report form.
 2. Submit receipts for all project material recycled with Final Report form.
 3. Submit weight/dump tags for all project material disposed with Final Report form.
- Requested waiver for third-party hauler, but was denied a waiver number.
- Self-Hauled project material.
 1. Complete "Material Record" and submit to City with Final Report form.
 2. Submit receipts for all project material recycled.
 3. Submit weight/dump tags for all project material disposed.
- Claiming Infeasibility (Project material was not reusable or recyclable.)
 1. Complete "Material Record" and submit to City with Final Report form.
 2. If claiming 100% of project material was not reusable or recyclable, list all material types disposed and submit copies of weight/dump tags with Final Report.
 3. If claiming a portion of project material was not reusable or recyclable, submit copies of recycling receipts for portion of material recycled and weight/dump tags for material disposed with Final Report.
- Claiming Hazardous Waste Contamination
 1. Complete "Material Record" and submit to City with Final Report form.
 2. If claiming 100% of project material was not reusable or recyclable due to hazardous waste contamination, list all contaminated material types and cause of contamination on the "Material Record" below.
 3. If claiming a portion of project material was not reusable or recyclable due to hazardous waste contamination, submit copies of recycling receipts for portion of material recycled and weight/dump tags for material disposed with Final Report.

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Material Record

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Submit with Final Report and scale tickets for all materials recycled and disposed to: **(925) 680-4877**

| Material Reused | | |
|---|---------------|------------------------|
| Facility Name and/or description of reuse: | Material Type | Total Weight or Volume |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| Material Recycled | | |
| Facility Name and/or description of recycling: | Material Type | Total Weight or Volume |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| Material Disposed | | |
| Facility Name or description of disposal: | Material Type | Total Weight or Volume |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| Material Infeasible to Recycle | | |
| Facility Name and/or description of disposal | Material Type | Total Weight or Volume |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| Material Contaminated with Hazardous Waste | | |
| Hazardous Waste Hauler: | | |
| 1. | | |
| 2. | | |
| Agency Notified: | | |
| 1. | | |

Final Reports are subject to audit by the City of Concord.

Keep all recycling and landfill receipts for one year following completion of project.

Please visit <http://www.ci.concord.ca.us/living/recycle/cdord-survey.asp> to complete the Participant Satisfaction Survey.

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