



The City of Long Beach

City of Long Beach
Department of Development Services
Building and Safety Bureau
**WASTE MANAGEMENT PLAN INFORMATION AND
INSTRUCTION SHEET**

Information
Bulletin
BU-033

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Why is there a recycling ordinance?

The Construction and Demolition (C&D) Recycling Program encourages the use of green building techniques in new construction and promotes reuse or salvaging of recyclable materials in demolition, deconstruction, and construction projects. Much of the C&D debris, which represents an estimated 22% of the total disposed waste stream in local landfills, can be reused or recycled, conserving natural resources and saving valuable landfill space.

In response to State-mandated waste reduction goals and as part of the City's commitment to sustainable development, the City adopted an ordinance that requires certain demolition and/or construction projects to divert at least 60% of waste either through recycling, salvage or deconstruction. Over 100 cities and counties in California have already adopted similar ordinances enacting a C&D materials recycling program specific to their jurisdiction.

Waste Diversion Deposit

The C&D Recycling Program's objective is to encourage permit applicants to recycle all C&D materials through available facilities that reuse or salvage recyclable materials in demolition, deconstruction, and construction projects. To assure uniform compliance with this program, a waste diversion deposit (aka C&D Deposit) will be required. See Master Fee Schedule for associated fees.

Instructions for Completing the Waste Management Plan (WMP)

The attached WMP packet is designed to assist you in estimating and determining the amount of construction and/or demolition debris diverted or disposed during the life of your construction project.

1. Project Information

Most of the information required on this sheet should be the same as the information on your building permit application. Information necessary to complete this sheet includes: Name of owner, name of applicant, project address, project type and project size represented as square footage of new construction, remodel/alteration/additions, tenant improvement, or demolition.

2. Diversion Rate Estimators

A. Mixed Debris Diversion Rate Estimator

The Department has created an automated estimator that will calculate, by the type of construction, the amount of estimated waste that must be diverted. By entering the project/remodeled/alterated size under the appropriate type of construction, the amount of construction and/or demolition debris that could potentially be generated from your construction project will be automatically estimated. Included on this form are the requirements for amounts to be recycled, reused or salvaged. If you are not able to divert the required 60%, please provide an explanation in the space provided at the bottom of this form.

B. Itemized Debris Diversion Rate Estimator

You can use your own estimates to identify the weight of the C&D debris, by material type, that will be generated, recycled, reused, salvaged, disposed or transformed/incinerated. If you do not know the amount of waste, please inform the Building Counter Staff for further instructions. Included on this form are the requirements for amounts to be recycled, reused or salvaged. If you are not able to divert the required 60%, please provide an explanation in the space provided at the bottom of this form.

3. Signature Page

The Signature Page reiterates to the Owner or Authorized Agent that he/she acknowledges:

- The requirements of the City of Long Beach Construction and Demolition Recycling Program as set forth in Municipal Code Section 18.67.090;
- The Final Report and Compliance Form is to be submitted within 30 days after project completion;
- **Any deposit that is returned will be returned to the person whose name appears on the receipt for the deposit;** and,
- Any Notice of Appeal must be filed within 10 days of the date of the ruling.

Please note that the Return of Deposit will be issued only when a completed Signature Page is on file.

4. Final Report and Compliance Form

Within 30 days after receipt of Certificate of Occupancy, final inspection, or the completion of demolition, the Final Report and Compliance Form must be submitted, complete with all of the waste disposal facilities that were used to dispose of your C&D debris. Please note that materials must be taken to a certified diversion facility to be valid. Also, include the material type, handling method, and total tonnage disposed and/or diverted. Copies of documentation, such as weight tickets and the facilities' recycling rate documentation must be attached. Return the completed Final Report and Compliance Form to the Waste Management Program (WMP) Compliance Official located at Long Beach Development Services, Long Beach City Hall, 4th Floor.

5. Verification

Once documentation is received, and the WMP Compliance Official has reviewed and verified diversion requirements have been met, a check will be issued to the originator of the waste diversion deposit based on the following criteria:

- If full compliance is met (60% of waste material associated with this project diverted with no more than 20% from recycling or reuse of inert materials, such as asphalt, brick, concrete and ceramics) a full release of the waste diversion deposit will be approved.
- If partial compliance is determined, (established as a percentage less than 60% of diverted waste materials attached to the project) a partial return of the waste diversion deposit will be released, based on the percentage of compliance meeting the WMP diversion program.
- If all required documentation is not received within the prescribed 30 days after completion of project or if it is determined that diversion of waste was not achieved, the waste diversion deposit is forfeited.

6. Exemptions

Exemptions may be granted based on the following considerations:

- An Emergency situation exists;
- Contamination by hazardous substances; or,
- Low recyclability of specific materials (i.e., roofing materials).

All exemptions must be applied for in writing and submitted with the Final Report and Compliance Form.

7. Appeals

The owner or authorized agent of the owner may appeal a decision rendered by the WMP Compliance Officer relating to determination of a partial or total forfeiture of the waste diversion deposit. Notice of any appeal must be filed within ten (10) calendar days from the date that such ruling is made. A Hearing Officer designated by the Department of Development Services shall review the appeal. The decision of the Hearing Officer upon such appeal, relative to any matter within the jurisdiction of the WMP Compliance Official, shall be final and shall not be appealable to the City Council or to any other City body or official.

For program questions, please contact Permit Center staff at (562) 570-5237.

Attached Reference Sheets:

Waste Management Plan Application Form (5 pages)
Final Report and Compliance Form