

Attention City of Upland Building Permit Applicants:

The following information pertains to **Construction and Demolition (C&D)** projects in the City of Upland.

A **Waste Management Plan (WMP)** is required if your project consists of one or more of the following. An administrative fee is charged accordingly:

Project Type	Threshold	Fee
Demolition work only.	<1,000 sq ft	\$340
	>1,000 sq ft	\$500
The renovation, remodel or addition to an existing structure (square footage based on area of work, not entire structure) Excluding: roofing projects that do not include tear-off of existing roof; work for which only electrical, plumbing or mechanical permits are required.	<1,000 sq ft	\$340
	>1,000 sq ft	\$500
The construction of a new structure	1,000 sq ft – 3,000 sq ft	\$500
The construction of a new structure	>3,000 sq ft	\$500
The construction of new commercial or industrial structure (\$10,000 max)	Per 1,000 sq ft	\$720

What is the purpose of the Waste Management Plan?

A WMP is necessary to demonstrate compliance with Municipal Code 13.28.620, which requires that construction projects salvage, reuse or recycle at least 65% of construction and demolition debris generated by the project. This ordinance was adopted to assist the City in meeting the State mandated diversion requirement of 65% of all waste generated.

What is included in the Waste Management Plan?

FORM A: Identification of debris types to be generated and debris haulers and processors to be used; and an estimation of debris volumes for salvaging/reuse, recycling, or disposal. Attach a site plan that identifies placement of debris collection containers and their types and sizes. “Form A” is to accompany the Building Permit Application.

On Table A, identify materials and estimate quantities for each of the three categories:

1. Salvaging and Reuse: Identify the materials and quantities thereof that you anticipate salvaging, and the salvaging facility that will be used.
2. Recycling: Identify the materials and quantities thereof that you anticipate recycling, and the recycling facility that will be used.
3. Disposal: Indicate materials and quantities that you expect to dispose of as trash.
4. Tally loads at bottom, then tally grand total and give percentages of grand total per load quantity tally.
5. Facility and Hauler: Indicate materials transport company and processing facility.

Although “Form B” submission is not due until the end of the project, “Form B” activities take place at the commencement of the project; read through “Form B” prior to project. If debris containers are ordered, save receipt documentation to attach to “Form B”. As you

acquire receipts for salvaging, recycling and disposal activities, fill in “Form B”/“Table B” and maintain with attached receipts on site for periodic review.

FORM B: Requires documentation of debris handling during your project, and submittal of receipts or equivalent documentation, demonstrating that you have diverted a minimum of 65% of the construction and demolition material/debris to comply with the City’s Municipal Code 13.28.620. “Form B” is to accompany the Certificate of Occupancy request.

1. On “Table B”, track the loads of material generated from the project by noting each material type and the quantity of each load salvaged/reused, recycled or disposed of in either tons or yards. Tally loads at bottom, then tally grand total and give percentages of grand total per load quantity tally.
2. Upon completion of the project, you must submit Form B to Land Development with the required receipts, or equivalent documentation, and sign an attestation that you have complied with Municipal Code 13.28.620.
3. This information should be submitted, reviewed and approved prior to building inspection.

To whom do I submit Forms A and B?

City of Upland, City Hall
Land Development
460 N. Euclid Ave.
Upland, CA 91786

Whom do I call for assistance?

City of Upland, City Yard
Public Works Department
Integrated Waste Management
(909) 291-2967

What recycling and disposal facility should I use?

West Valley Materials Recovery Facility (MRF)
13373 Napa St.
Fontana, CA
(909) 899-0911

What debris container and hauling company should I hire?

Burrtec Waste Industries, Inc.*
9890 Cherry Ave.
Fontana, CA 92335
(909) 949-0500

*Burrtec Waste Industries, Inc. is the franchised hauler for the City of Upland and is thus the only company that can be hired for containers and for hauling; self-hauling permitted.

What are the Consequences of Non-Compliance?

If your project is required to comply with the provisions of Municipal Code 13.28.620 and you fail to turn in copies of receipts or equivalent documentation as required, or submit inaccurate or incomplete final WMP documentation, your development Certificate of Occupancy will be delayed until satisfactory completion of the requirements.

Table A

Identify Material/Debris	Salvaging and Reuse		Recycling		Disposal	
	Facility and Hauler	Load Quantity	Facility and Hauler	Load Quantity	Facility and Hauler	Load Quantity
INERTS:						
Asphalt						
Concrete			MRF/Burrtec	90 tons		
Bricks						
Rock			Intravia/ Burrtec	20 tons		
Dirt	Reuse on site	35 tons				
Sand						
Fines						
Other inert solids						
NON-INERTS:						
Cardboard						
Metals			MRF/Burrtec	10 tons		
Wood	San Bernardino County Materials Exchange (MAX)	30 tons				
Roofing					MRF/ Burrtec	4 tons
Carpet			MRF/Burrtec	1 ton		
Drywall			MRF/Burrtec	3 tons		
Green Waste			MRF/Burrtec	2 tons		
Trash					MRF /Burrtec	1 ton
Mixed C/D			MRF/Burrtec	6 tons		
Load Quantity Totals (place sum here 202__)		65 tons		132 tons		5 tons
% = Load Quantities/ Sum of Totals		65/202 = 32%		132/202 = 65%		5/202 = 3%

City Approval:

Approved Approved with the following recommendations

Approved by Waste Manager: _____ Date _____

Building Permit Number _____

Project Address: _____

WMP required because project type/size is (in sq. ft.):

- Demolition ≤ 1,000 Demolition > 1,000
- Remodel 1,000 – 3,000 Remodel > 3,000
- Construction <1,000 1,000 – 3,000 > 3,000

City Of Upland

WASTE MANAGEMENT PLAN

Form B: Construction & Demolition Debris Handling Documentation

Submit with Final Project Approval Request: This Waste Management Plan (WMP) must be completed, have required receipts or other documentation attached, be **submitted for review, and be approved to obtain a Certificate of Occupancy.** Separate WMPs must be completed for demolition and construction at the same site if separate permits are required.

Applicant's Name: _____ Phone: _____
Print Name

Company Name and Address: _____

Owner Architect Builder Owner/builder Other:

Project Description: _____

Requirements: You are required to have reused or recycled at least 65% of all C&D debris.

- Salvage/reuse and recycle C&D materials. Inert materials should be separated on-site (source separated) and sent to a Materials Recovery Facility (MRF). If non-inert materials are not source separated for recycling, then send MRF for mixed C&D sorting (a higher rate is charged).
- Note that most mixed C&D facilities are also disposal sites; make sure that your receipt indicates that the debris will be recycled.
- Complete "Table B" on the back; attach copies of debris load and container rental receipts and any other supporting documentation. Sign and please print/copy double-sided.
- Submit to Land Development after completion of the construction or demolition project. WMP must be approved prior to issuance of Certificate of Occupancy.

I attest to the following:

I understand that I am required by the City of Upland, Municipal Code 13.28.620, to have salvaged, reused, or recycled 65% of all construction and demolition debris (C&D). This WMP Form B and accompanying documentation demonstrate how I have satisfied these requirements.

- All receipts or equivalent documentation for salvaging, recycling, and disposal are hereby attached.
- This project has recycled at least 65% of all debris generated.
- I am the owner or authorized agent of this project.

Applicant's Signature _____ Date _____

City Approval:

___ Percent Compliance Approved Approved with comments

Approved by Waste Manager: _____ Date _____

Table B

Give load quantities in tons, yards, etc., and receipt numbers and dates for material/debris salvaged, recycled or disposed.

Identify Material/Debris	Salvaging and Reuse		Recycling		Disposal	
	Load Quantity	Date & Receipt no.	Load Quantity	Date & Receipt no.	Load Quantity	Date & Receipt no.
INERTS:						
Asphalt						
Concrete			77 tons	xxxx//yyyyyy		
Bricks						
Rock			32 tons	xxxx//yyyyyy		
Dirt	39 tons	n/a				
Concrete						
Fines						
Other inert solids						
NON-INERTS:						
Cardboard						
Metals			6 tons	xxxx//yyyyyy		
Wood	18 tons	xxxx//yyyyyy				
Roofing					6 tons	xxxx//yyyyyy
Carpet			1 ton	xxxx//yyyyyy		
Drywall			2 tons	xxxx//yyyyyy		
Green Waste			4 tons	xxxx//yyyyyy		
Trash					23 tons	xxxx//yyyyyy
Mixed C/D			19 tons	xxxx//yyyyyy		
Load Quantity Totals (place sum here 227)	57 tons	xxxx//yyyyyy	141 tons	xxxx//yyyyyy	29 tons	xxxx//yyyyyy
% = Load Quantities/ Sum of Totals	57/227= 25%		141/227= 62%		29/227= 13%	

- List hauling companies and processing facilities used if different from those listed on Table A:

- Attach debris load receipts and debris container rental receipts.

Table A

Identify Material/Debris	Salvaging and Reuse		Recycling		Disposal	
	Facility and Hauler	Load Quantity	Facility and Hauler	Load Quantity	Facility and Hauler	Load Quantity
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Asphalt						
Concrete						
Bricks						
Rock						
Dirt						
Sand						
Fines						
Other inert solids						
NON-INERTS:						
Cardboard						
Metals						
Wood						
Roofing						
Carpet						
Drywall						
Green Waste						
Trash						
Mixed C/D						
Load Quantity Totals						Grand Total:
Percentages of Grand Total						

City Approval:

Approved Approved with the following recommendations

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Table B

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Other inert solids						
NON-INERTS:						
Cardboard						
Metals						
Wood						
Roofing						
Carpet						
Drywall						
Green Waste						
Trash						
Mixed C/D						
Load Quantity Totals						Grand Total:
Percentages of Grand Total						

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- Attach debris load receipts and debris container rental receipts.