



CR&R (877) 728-0446

City of San Clemente/Engineering Division  
910 Calle Negocio, Suite 100  
San Clemente, CA 92673  
Phone (949) 498-9436 / Fax (949) 361-8316

## City of San Clemente Building Permit Applicants

### Construction & Demolition Debris Recycling Requirements

#### San Clemente Municipal Ordinance #1286

To obtain a Building Permit for covered construction and demolition (C&D) projects, Applicants are required to have one of the following:

- **An approved Waste Management Plan (WMP)**
- or
- **Elect to use a C&D recycling bin provided by the City's franchise waste hauler.**

Applicants can choose to use the City's franchise waste hauler and can arrange for service by contacting CR&R at (877) 728-0446 and requesting a C&D bin for their project.

#### Covered Projects

All construction, demolition, and renovation projects within the City that meet one or more of the following criteria shall be considered "Covered Projects."

- **The scope of the project is 250 square feet or greater.**
- **The project valuation is \$10,000 or greater.**
- **The project is a re-roofing project that requires the tear off of the existing roof.**

The **WMP** documents how Applicants will meet the City's State mandated goal of reducing the quantity of C&D debris disposed of at landfills by 50% or greater.

All forms are available at permit application and must be completed, submitted and approved prior to permit issuance.

**Allow 3-5 business days for processing.**

**Building Permits will not be issued without an approved WMP or CR&R work order.**

A **Recycling Summary Report (RSR)** must be submitted upon completion of construction. The **RSR** indicates actual recycling activities and documents compliance with Municipal Ordinance #1286. Failure to submit a RSR within 60 days of completing the project can result in forfeiture of your security deposit.

Have questions? Please contact the Engineering Division at (949) 498-9436. **WMP** forms may be picked up at Building Department.

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**What You Need To Do**

There are 3 steps to comply with the City's C&D Debris **WMP** Requirements. (If you elect to use CR&R you only need to contact CR&R and request a C&D bin for your project).

- **Step 1** - Complete and submit a **WMP** with your Building Permit application along with the applicable fees. See the attached **WMP Fee Schedule** to determine the required fee.
- **Step 2** - During construction/demolition, gather supporting data for your **RSR**
- **Step 3** - Submit a completed **RSR** within 60 days of project completion

Construction & Demolition Debris Facilities flyers are available to help you identify facilities that will accept your construction and demolition debris for recycling. For other assistance and questions about filling out forms, call the Engineering Division at (949) 498-9436.

The **WMP** is part of your building permit application and is your plan for reusing, diverting, and/or recycling 50% or greater of all construction and demolition debris from your project.

**Note:** Quantities must be listed in tons to meet City and State mandated reporting requirements. To convert volume (e.g., cubic yards, square feet, etc.) to tons, use the Materials Conversion Worksheet provided.

**To avoid delays in obtaining your Building Permit:**

- Submit your completed **WMP** with your permit application.
- Allow 3-5 business days for **WMP** processing.
- Remember that your Building Permit application is deemed incomplete without an approved **WMP**. Building Permits will not be issued prior to **WMP** approval.

**Step 1 - Complete and Submit a WMP**

If your submitted **WMP** indicates that less than 50% of the C&D debris will be reused or recycled, you may need to provide additional information (in writing) explaining why the 50% requirement cannot be met. For example, written verification of hazardous materials contamination is required if stated as the reason for not meeting the City's waste reduction and recycling requirements.

**Where to Submit Forms:** Submit completed **WMP** at the Building Permit Counter, 910 Calle Negocio. Keep a copy for your records.

**Who Should Fill Out the WMP:** The Applicant (e.g., architect, contractor, owner, etc.) is ultimately responsible for submitting a completed **WMP** with their Building Permit application. The **WMP** can be filled out by whoever is knowledgeable about the types and quantities of debris that will be generated from the project. If you need help, ask the contractor, subcontractor, or estimator for assistance.

**Subcontractor Participation:** If subcontractors are required to remove debris from the job site, they can play a key role in helping you meet the City's recycling requirements. Inform subcontractors of your waste reduction and recycling program and what is required of them early in

the project. The applicant must provide documentation for any materials subcontractors are hauling. Documentation must include types, quantities, weights and destination of materials. It must also specify amount salvaged and/or recycled. We strongly recommend including specifications or other language for recycling and/or reuse in your contracts. Informing your sub-contractors of your requirements up front helps eliminate confusion later.

**Review Process:** The **WMP** Form will be reviewed to ensure that it is complete and accurate. City staff will review the **WMP** to determine if the applicant's estimates for quantities of materials generated and overall plan for reducing waste by 50% or greater are realistic.

If the **WMP** is not acceptable (e.g., the form is incomplete, the calculations are unrealistic, etc.) the applicant will be contacted and advised of needed changes. A **HOLD WILL BE PLACED ON ISSUANCE OF THE PERMIT** once the applicant has been notified by phone or fax of necessary revisions. The hold remains effective until the identified issue(s) has been addressed and the **WMP** is approved. The review process for a properly completed **WMP** is 3 to 5 business days.

### **Step 2 - Gather Data for Your RSR**

After your Building Permit is issued and you are ready to begin work, you will need to begin recording information for your **RSR**. Unlike the **WMP**, which is an estimate, the **RSR** documents your actual tonnages. You are required to keep all weight tags, gate receipts, and/or invoices necessary to document actual quantities of materials generated, reused, recycled, and/or disposed of throughout the project, as well as facilities or service providers used.

It is your responsibility to obtain written receipts from subcontractors and other parties removing debris from your site. Notify subcontractors/hauler(s) of this requirement before work begins.

**Important: The City may review weight tags or other related documents at any point in the project.**

### **Step 3 - Complete and Submit Your RSR**

A completed **RSR** must be submitted to the City within 60 days of completion. The **RSR** is similar to the **WMP**, except that it indicates actual quantities and destinations of materials rather than estimates. Quantities must be verifiable, based on weight tags or other sufficient documents. If less than 50% of the C&D debris from the project was diverted from landfill disposal, you must submit documentation with your **RSR** demonstrating that a "good faith" effort was made to achieve the 50% waste reduction goal. Documentation must specify, in detail, the reasons why you could not meet the City's requirement.

**Due Date:** **RSR's** are due within 60 days of completion. They must be submitted to the Engineering Division at 910 Calle Negocio, San Clemente, 92673. Be sure to keep a copy for your records.

**Review Process:** The **RSR** will be reviewed to determine if the applicant met or exceeded the goals for reuse and recycling stated in their **WMP**.

**Rules for Transporting C&D Debris**

***Q. Who can transport construction and demolition debris in the City of San Clemente?***

**A. It is unlawful for any person other than the City's licensed franchised solid waste collector to collect or haul any solid waste or construction and demolition debris within the City except:**

i) Solid waste otherwise within the scope of the Franchise which is transported to an appropriate disposal facility by a resident of the premises upon which the solid waste was generated **(includes any contractor of such resident that owns their own dumpster and is on-site throughout the job and is the generator of the debris);**

ii) Waste material otherwise within the scope of the Franchise which is transported to an appropriate disposal facility by an officer or full time, permanent employee of the commercial, construction or industrial enterprise that generated the waste **(includes any contractor of such resident that owns their own dumpster and is on-site throughout the job and is the generator of the debris);**

iii) The sale or donation of Recyclable Material or compostable material other than to contractor; provided, however, to the extent permitted by law, a reduction or discount in price for the collection, transportation or processing of such materials shall not be considered a sale or donation;

iv) Waste material or Recyclable Material otherwise within the scope of the Franchise which is collected or transported to a disposal or recycling facility by City employees in the course and scope of their employment with the City;

v) The collection, transportation or disposal of hazardous, bio-hazardous, untreated medical waste, or infectious waste which is transported to an appropriate disposal facility by any person or entity properly licensed and/or certified to collect, transport and dispose of such materials;

vi) The collection, transportation, and disposal of clippings, cuttings, yard waste and related solid waste by a gardener, or landscaper, as part of the gardening or landscaping services they provide, provided that such waste is taken to a legal place of composting, diversion, or disposal.

**Waste Management Plan (WMP) Fee Schedule**  
**Performance Security Deposit and Administrative Fees**

**C&D Recycling Performance Security Deposit.**

The Applicant for any Covered Project shall submit with the Waste Management Plan a refundable C&D Performance Security Deposit. The amount of the C&D Performance Security Deposit shall be as follows:

- A. For each application for a building permit for re-roofing with tear-off of the existing roof, a loft remodel and/or projects with dirt removal, the C&D Performance Security Deposit shall be \$250.
- B. For each application for a building permit for a Renovation consisting of alteration, remodel, or modification (except for additions, which are addressed in paragraph C below) of a residential or commercial structure, the C&D Performance Security Deposit shall be \$500.00.
- C. For each application for a building permit for a Renovation that consists of an addition to an existing residential or commercial structure, the C&D Performance Security Deposit shall be \$750.00.
- D. For each application for a building permit for new Construction of a residential or commercial structure, the C&D Performance Security Deposit shall be \$1,000.
- E. For each application for a building permit for the Demolition of a residential or commercial structure, the C&D Performance Security Deposit shall be \$1,000.
- F. For each application for a City-sponsored Project, regardless of size, the C&D Performance Security Deposit shall be \$1,000.00.

*Note: Failure to submit your Recycling Summary Report within 60 days of project completion will result in forfeiting your security deposit.*

**Administrative Fee.**

Prior to the City's issuance of any permit for a Covered Project, the Applicant shall pay to the City a \$60.00 non-refundable fee for processing the Applicant's Waste Management Plan.



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910 Calle Negocio, Suite 100  
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McIntoshD@san-clemente.org  
Or contact CR&R, Inc. (877) 728-0446

## Waste Management Plan (WMP)

**Complete and submit the following information with each application for a building permit.**

Property Owner Name \_\_\_\_\_ Property Owner Phone No. \_\_\_\_\_

Property Owner Address \_\_\_\_\_

Contractor Name \_\_\_\_\_ Contractor Phone No. \_\_\_\_\_

Contractor Address \_\_\_\_\_

Project Address \_\_\_\_\_

Description of Project \_\_\_\_\_

Anticipated materials removed from project \_\_\_\_\_

Estimated volume or weight of each material type \_\_\_\_\_

Estimated volume or weight of material that can feasibly be recycled or reused \_\_\_\_\_

Location where material will be recycled \_\_\_\_\_

**Please do not landfill construction debris**

most materials are recyclable but if it's not a recyclable, name of landfilled used \_\_\_\_\_

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining and or providing information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and or imprisonment.

**SIGNED:**

**DATE:**

Contractor \_\_\_\_\_

\_\_\_\_\_

Property Owner \_\_\_\_\_

\_\_\_\_\_

Once the project is completed, please fill out the Recycling Summary and turn the completed form in to the Environmental Services Coordinator at the address listed above or fax to (949) 361-8316. Failure to submit your Recycling Summary Report within 60 days of project completion will result in forfeiting your deposit.

**DUMPSTERS PLACED IN PUBLIC RIGHT-OF-WAYS REQUIRE AN ENCROACHMENT PERMIT**

## Recycling Summary Report

Permit # \_\_\_\_\_

Project Address \_\_\_\_\_ Contractor Name \_\_\_\_\_

<u>Material</u>	<u>Reuse/Salvage (lbs)</u>	<u>Disposal (lbs)</u>	<u>Recycled (lbs)</u>	<u>Destination</u>
Concrete/Asphalt/Dirt				
Brick/Masonry/Tile				
Carpet/Foam Padding				
Cardboard/Paper				
Drywall				
Scrap Metal				
Unpainted Wood				
Pallets				
Green Waste				
Garbage/Trash				
Plastic				

Other \_\_\_\_\_

Refund  
Mailing  
address: \_\_\_\_\_

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining and or providing information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and or imprisonment.

**SIGNED:**

**DATE:**

Contractor \_\_\_\_\_

\_\_\_\_\_

Property Owner \_\_\_\_\_

\_\_\_\_\_

Please provide completed form and certified weight tickets to the Environmental Services Coordinator within 60 days of completion of the project or your refund will be forfeited. You may fax this completed information to Danna McIntosh at (949) 361-8316. If you have any questions, please call (949)498-9436

## Construction & Demolition Processing Facilities

Subject to change

Prima Deshecha Material Recovery Facility (accepts mixed materials & gives receipts/trip tickets) Cheaper than landfill  
32250 Ave. La Pata  
San Juan Capistrano, CA 92675  
Materials Accepted: all construction materials including appliances (does not except liquids and hazardous waste)

Adams Steel, Inc. (accepts mixed materials & gives a receipt)  
3200 E. Frontera St.  
Anaheim, CA  
(714) 630-6523  
Materials Accepted: Metal, rebar, beams, any scrap metal (buyback)

Aguinaga Fertilizer Company (accepts mixed materials & gives a receipt)  
7992 Irvine Boulevard  
Irvine, CA  
(949) 786-9558  
Materials Accepted: Greenwaste, wood, clean lumber, clean pallets, trees sized to 5'x3', wood chips (there is a fee)

All Variety Metals, Inc. (accepts sorted materials & gives a receipt)  
1016 Santiago  
Santa Ana, CA  
(714) 835-9235  
Materials Accepted: Metal, rebar, wood, Ferrous and non-ferrous metals, usable wood, occasional usable rebar (buyback)

Amazon Environmental (accepts sorted materials & gives a receipt)  
7048 Elmer Avenue  
Whittier, CA  
(562) 789-9191  
Materials Accepted: Paint, latex and oil base paint only (there is a fee)

Brea Green Recycling (accepts mixed materials & gives a receipt)  
1952 Valencia Avenue  
Brea, CA  
(714) 529-0100  
Materials Accepted: Dirt, greenwaste, wood, clean dirt only, woody trees and shrubs, sod and clean lumber (there is a fee)

Consolidated Volume Transporter (accepts sorted materials & gives a receipt)  
1131 Blue Gum  
Anaheim, CA  
(714) 238-3300  
Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, wood, additional charge for tires and refrigerators, no liquid or hazardous waste (there is a fee)

CR Transfer (accepts mixed materials & gives a receipt)  
11232 Knott Avenue  
Stanton, CA  
(714) 891-2776  
Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, wood, no liquid or hazardous waste (there is a fee)

Dan Copp Crushing Corp. (accepts mixed materials & gives a receipt)  
1120 N. Richfield Road  
Anaheim, CA  
(714) 777-6400  
Materials Accepted: Asphalt, concrete, rebar, clean concrete, asphalt, rebar, and mesh, mesh and rebar have to be sized (there is a fee)



## Construction & Demolition Processing Facilities

Subject to change

DuPont Carpet Reclamation/Recycle Center (accepts sorted materials & gives a receipt)

1355 S. Acacia Avenue

Fullerton, CA

(714) 518-1088

Materials Accepted: Carpet, flooring, wood, adhesives + VCT + rubber base DuPont Antron Carpet, winner of CIWMB 1999 WRAP award (there is a fee)

El Toro Materials Company (accepts mixed materials & gives a receipt)

Rocky Road at Portola Pkwy.

Lake Forest, CA

(949) 458-7993

Materials Accepted: Asphalt, brick, concrete, broken concrete w/rebar ok, roofing tiles, floor tiles, concrete and asphalt (there is a fee)

Ewles Materials (accepts mixed materials & gives a receipt)

32501 Ortega Highway

San Juan Capistrano

(949) 728-0436

Materials Accepted: Asphalt, and concrete, clean concrete and asphalt (there is a fee)

Ewles Materials (accepts mixed materials & gives a receipt)

8182 Katella Avenue

Stanton, CA

(714) 894-0032

Materials Accepted: Asphalt, and concrete, clean concrete and asphalt (there is a fee)

Hanson Aggregates (accepts mixed materials & gives a receipt)

California South of Spring

Long Beach, CA

(800) 300-6120

Materials Accepted: Asphalt, and concrete, clean concrete and asphalt (there is a fee)

Hanson Aggregates (accepts mixed materials & gives a receipt)

6956 Cherry

Long Beach, CA

(800) 300-6120

Materials Accepted: Asphalt, and concrete, clean concrete and asphalt (there is a fee)

Hanson Aggregates (accepts mixed materials & gives a receipt)

Gothard & Talbert

Huntington Beach, CA

(800) 300-6120

Materials Accepted: Asphalt, and concrete, clean concrete and asphalt (there is a fee)

Hanson Aggregates (accepts mixed materials & gives a receipt)

6145 Santiago Canyon

Orange, CA

(800) 300-6120

Materials Accepted: Asphalt, and concrete, clean concrete and asphalt (there is a fee)

J&P Rebon Wholesaler, Inc. (accepts sorted materials & gives a receipt)

1301 N. Hancock Street, Unit C

Anaheim, CA

(714) 779-1565

Materials Accepted: Carpet, carpet pads and sofa cushions (there is a fee)

## Construction & Demolition Processing Facilities

Subject to change

Madison Materials (accepts mixed materials & gives a receipt)

1035 E. 4<sup>th</sup> Street

Santa Ana, CA

(714) 664-0159

Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, wood, no liquid or hazardous waste (there is a fee)

Ortiz Enterprises, Inc. (accepts mixed materials & gives a receipt)

Locations vary throughout Orange County

(949) 753-1414 ext. 114

Materials Accepted: Asphalt and concrete, clean asphalt and concrete, needs to be sized to 2'x2'x1', any wires needs to cut flush (there is a fee)

Rainbow Disposal (accepts mixed materials & gives a receipt)

17121 Nichols

Huntington Beach, CA

(714) 847-3581

Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, wood, tires accepted at additional cost, no liquid and hazardous waste (there is a fee)

RJ Noble (accepts mixed materials & gives a receipt)

15505 E. Lincoln Avenue @ Batavia

Orange, CA

(714) 637-1550

Materials Accepted: Asphalt, brick, concrete, dirt, flooring, clean concrete, asphalt, dirt, tile, sand, brick, rock, plaster, reclamation (there is a fee)

Sunset Environmental (accepts mixed materials & gives a receipt)

16122 W. Construction Circle

Irvine, CA

(949) 552-8784

Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, and wood. (there is a fee)

Sun West Metals (accepts sorted materials & gives a receipt)

1150 N. Anaheim Blvd.

Anaheim, CA

(714) 635-0470

Materials Accepted: Metal, scrap metal, stoves, washers, dryers, no refrigerators (there is a fee)

Tierra Verde Industries (accepts mixed materials & gives a receipt)

7982 Irvine Boulevard

Irvine, CA

(949) 551-0363

Materials Accepted: Greenwaste, wood, no palm or dirt, no liquid or hazardous waste (there is a fee)

Tierra Verde Industries (accepts mixed materials & gives a receipt)

31748 La Pata Road

San Juan Capistrano, CA

(949) 728-0401

Materials Accepted: Greenwaste, wood, no palm or succulents, wood painted or nails ok (there is a fee)

Ware Disposal (accepts mixed materials & gives a receipt)

1035 E. 4<sup>th</sup> Street

Santa Ana, CA

(714) 664-0677

Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, and wood. (there is a fee)

## Construction & Demolition Processing Facilities

Subject to change

Waste Management (accepts mixed materials & gives a receipt)

16122 Construction Circle West

Irvine, CA

(949) 552-8784

Materials Accepted: Materials Accepted: Asphalt, brick, carpet, concrete, dirt, drywall, flooring, glass, greenwaste, metal, plastic, rebar, wood, no liquid or hazardous waste (there is a fee)

# Construction Recycling

## NEW

### Material Recovery Facility

32250 Ave. La Pata

San Juan Capistrano, CA 92675

cheaper than the landfill

80% recycling diversion

Accepts all materials

Except liquids & hazardous waste



City of San Clemente/Engineering Division  
910 Calle Negocio, Suite 100  
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**EXEMPTION REQUEST FROM WASTE MANAGEMENT PLAN**

I am requesting an exemption from the City of San Clemente's "Construction and Demolition Recycling Program".

Project Address: \_\_\_\_\_

Reason for exemption request: \_\_\_\_\_

Materials being removed: \_\_\_\_\_

Where will materials go: \_\_\_\_\_

**Signature:**  
**Contractor** \_\_\_\_\_  
**Property Owner** \_\_\_\_\_

**Date:**  
\_\_\_\_\_  
\_\_\_\_\_