



Construction and Demolition Diversion Program

FORM A – Waste Management & Recycling Plan

FORM B – Recycling & Reuse Summary Report

These forms are required to be completed **ONLY IF:**

- You intend to contract with a company other than Athens Services (the City's franchise waste hauler) to handle recyclable material generated by your construction or demolition project. This includes any recycler, other than Athens Services, that you will hire to provide recycling service.

OR

- You intend to self-haul material, using your own vehicles, to landfills and recyclers.

**WARNING: YOU MUST PROVE THAT YOU HAVE RECYCLED AT LEAST 65% OF YOUR PROJECT WASTE.
YOU RISK LOSING ALL OR A PORTION OF YOUR DEPOSIT IF YOU DO NOT DO SO.**

To bypass completing these forms, you must use Athens Services to handle your entire project waste stream.

You may contact Athens at 888-336-6100, or visit www.athensservices.com, for information on their services.

Building Permit # _____

Planning Case No. _____

Job Site Address _____

Applicant Name _____

Title _____

Company Name _____

Phone # _____

Type of Project: ☐ New construction ☐ Demolition ☐ Renovation ☐ Grading

(See the back for the continuation of the form)

☐

I will use Athens Services

Diversion Deposit

A diversion deposit must be paid for all new construction and remodeling projects with a total valuation of equal to or greater than \$10,000. A diversion deposit must also be paid for every demolition and grading project, irrespective of valuation. The deposit will be refunded to the applicant upon confirmation that at least a State mandated 65% of the waste generated by the project was diverted from landfill. Deposit amount should equal 3% of total project value, or \$10,000, whichever is less. Payments can be made in the form of cash, check, cashier’s check, or money order.

Upon final approval of the project, submit documentation to prove compliance with the requirements.

The documentation shall consist of either receipts from Athens, or a completed Form B. The report shall show actual data of tonnage or volume of materials recycled and diverted, supported by originals or photocopies of receipts and weight tags or other records of measurement from the hauling/recycling vendor(s) used. Receipts and weight tags will be used to verify whether materials generated from the site have been or are to be recycled, reused, salvaged or otherwise disposed.

WARNING: Failure to comply with the Construction and Demolition Diversion Program by engaging in the unauthorized collection or removal of recyclable materials is guilty of an infraction and shall be subject to punishment by a fine of not more than \$1,000.00.

Project Valuation: \$ _____ Deposit Amount: \$ _____

Administrative Fee

An administrative fee must be paid to compensate the City for all expenses incurred in administering the construction and demolition program, including document review and processing. The fee will be deducted from the diversion deposit, and is non-refundable.

Administrative Fee Amount (to be determined by City based on current resolution): \$ _____

I will use Forms A & B

Signature of Applicant _____

FORM A Waste Management and Recycling Plan

Chapter 54 of the San Gabriel Municipal Code requires that a State mandated 65% of material generated during a construction, demolition, or grading project be diverted from landfill (i.e. recycled or reused). To ensure compliance with this requirement, the City of San Gabriel is requiring completion of a Waste Management and Recycling Plan for any project in which the waste stream is handled by a company other than Athens Services (the City's franchise waste hauler).

- This form should be completed and submitted to the City of San Gabriel Community Development Department with your 1) building permit application, 2) diversion deposit, and 3) administrative fee.

Applicant Name _____ **Title** _____ **Company Name** _____

Phone# _____ **Job Site Address** _____

Type of Project: ☐ New construction ☐ Demolition ☐ Renovation ☐ Grading

Type of Building: ☐ Residential ☐ Non-residential

Estimated Project Start Date _____ Estimated Project Completion Date _____

Brief Description of Project (include sq. footage) _____

How will refuse and recyclables be handled on your job site?

☐ Job site separation. Material will be segregated into two or more material-specific bins. For example one bin for concrete, one bin for metals, one bin for wood, one bin for trash, etc.

☐ Collection and delivery of mixed loads to a Materials Recovery Facility. Clean construction and demolition material is commingled into a bin. The mixed loads are then delivered to a Materials Recovery Facility for sorting. Trash should be collected in a separate bin and delivered to a landfill.

Diversion Deposit

A diversion deposit must be paid for all new construction and remodeling projects with a total valuation of equal to or greater than \$10,000. A diversion deposit must also be paid for every demolition and grading project, irrespective of valuation. The deposit will be refunded to the applicant upon confirmation that at least 65% of the waste generated by the project was diverted from landfill. Deposit amount should equal 3% of total project value, or \$10,000, whichever is less. Payments can be made in the form of cash, check, cashier's check, or money order.

Project Valuation: \$ _____ Deposit Amount: \$ _____

Administrative Fee

An administrative fee must be paid to compensate the City for all expenses incurred in administering the construction and demolition program, including document review and processing. The fee will be deducted from the diversion deposit, and is non-refundable.

Administrative Fee Amount (to be determined by City based on current resolution): \$ _____

I, the undersigned, fully acknowledge the requirements of Chapter 54, Sections 54.01 - 54.15, of the San Gabriel Municipal Code relating to the diversion of construction and demolition waste. I attest that all information presented herein is true and accurate.

Applicant Signature _____ Date _____

FOR CITY USE ONLY ☐ Approved, permit # _____

☐ Disapproved, reason _____

Reviewed by _____ Date _____

Complete the table below for materials to be generated, their estimated tonnages, and expected destinations.

To convert units of volume (for example - cubic feet, cubic yards, etc.) into tons, use the conversion factors provided.

Note: 1 ton = 2,000 lbs.

Material	Recycled (tons)	Reused (tons)	Disposed (tons)	Total Quantity Generated	Facility to be Used/ Destination of Material
Example: Dirt 10yd3 = 18,900lbs	5 tons	8 tons	10 tons	23 tons	Recycle - Azusa Land Reclamation Reuse - on job site for grading Dispose - Puente Hills Landfill
Asphalt 1 yd3 = 1,380lbs					
Brick 1yd3 = 3,024lbs					
Building Materials (ceiling tile, doors, fixtures, win- dows, etc.)					
Cardboard, Paper 1yd3 = 100lbs					
Carpet, Carpet Padding 1yd = 84.4lbs					
Concrete 1yd3 = 1,855lbs					
Dirt 10yd3 = 18,900lbs					
Glass 1yd3 = 2, 160lbs					
Green Waste 40yd3 = 4,320lbs					
Gypsum/Dry Wall 1yd3 = 3,834lbs					
Metals 1yd3 = 906lbs					
Mixed C&D (commingled, recyclable)					
Plastic 1yd3 = 22.55lbs					
Rock 1yd3 = 2,570lbs					
Roofing 1yd3 = 418.5lbs					
Tile (ceramic) 1yd3 = 1,214lbs					
Wood (lumber, doors, etc.) 1 yd3 = 329.5lbs					
Refuse	NA	NA			
Other					
Totals					

Fill in the blanks to determine if you will divert at least 65% of the material generated by your project:

Total Recycled _____ + Total Reused _____ = _____ + Total Quantity Generated ____ x 100 = ____ %

FORM B Recycling and Reuse Summary Report

Chapter 54 of the San Gabriel Municipal Code requires that at least 65% of the material generated during a construction, demolition, or grading project be diverted from landfill (i.e. recycled or reused). To ensure compliance with this requirement, the City of San Gabriel is requiring completion of a Recycling and Reuse Summary Report for any project in which the waste stream is handled by a company other than Athens Services (the City's franchise waste hauler).

- A Recycling and Reuse Summary Report should be completed and submitted to the City of San Gabriel Community Development Department within 60 days following the completion of each phase of your project. A separate form must be submitted after each project phase. Phases are: demolition, grading, construction, and renovation. Attach to this report originals or photocopies of all receipts and weight tags from recycling facilities, salvage companies, deconstruction contractors, haulers, processors, transfer stations, and landfills.

Building Permit # _____ Project Completion Date _____

Job Site Address _____

Applicant Name _____ Title _____

Company Name _____ Phone # _____

Type of project: ☐ New construction ☐ Demolition ☐ Renovation ☐ Grading

**If approved,
a diversion deposit refund will be issued within four weeks from the date this report is submitted.**

I, the undersigned, fully acknowledge the requirements of Chapter 54, Sections 54.01 - 54.15, of the San Gabriel Municipal Code relating to the diversion of construction and demolition waste. I attest that all information presented herein is true and accurate.

Applicant Signature _____ Date _____

FOR CITY USE ONLY ☐ Approved deposit refunded :Date _____ Refunded Amount _____ Check # _____

☐ Disapproved, reason _____

Reviewed by _____ Date _____

Complete the table below for materials to be generated, their estimated tonnages, and expected destinations.

To convert units of volume (for example - cubic feet, cubic yards, etc.) into tons, use the conversion factors provided.

Note: 1 ton = 2,000 lbs.

Material	Recycled (tons)	Reused (tons)	Disposed (tons)	Total Quantity Generated	Facility to be Used/ Destination of Material
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Refuse	NA	NA			
Other					
Totals					

Fill in the blanks to determine if you will divert at least 65% of the material generated by your project:

Total Recycled _____ + Total Reused _____ = _____ + Total Quantity Generated ____ x 100 = ____ %