

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	\$250
	>1,000 sq ft	\$375
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	\$250
	>1,000 sq ft	\$375
The construction of a new structure	1,000 sq ft – 3,000 sq ft	\$375
The construction of a new structure	>3,000 sq ft	\$375
The construction of new commercial or industrial structure	Per 1,000 sq ft	\$540

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 50% 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 50% 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 50% 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
909/291-2935

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

_note: anticipate 97% diversion _____

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.
I N E R T S:						
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
INERTS:						
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

Approved by Waste Manager: _____ Date _____

Table B

Give load quantities in tons or yards, receipt numbers and dates for material/debris salvaged, reused, 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.
I N E R T S:						
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						

- List hauling companies and processing facilities used if different from those listed on Table A:
- Attach debris load receipts and debris container rental receipts.