



Community Development Department
14000 City Center Dr., Chino Hills, CA 91709
(909) 364-2740 Fax (909) 364-2795
www.chinohills.org

Project No.: _____
Submittal Date: _____
Accepted By: _____

WASTE REDUCTION AND RECYCLING PLAN APPLICATION

The City of Chino Hills is committed to making a substantial reduction in the volume of waste materials going to landfills by diverting a minimum percentage of debris annually. In compliance with the California Green Building Standards Code (Green Code), the City of Chino Hills adopted Ordinance No. 395 (CHMC Section 13.40) to reduce the amount of waste created by construction projects.

Projects are required to reuse or recycle at a minimum of 65% of project waste.

This application is required at time of submittal for the following types of projects (please check one):

- Demolition of a building or structure, or a portion thereof, that is equal to or greater than five hundred (500) square feet (residential, commercial, industrial, or institutional).
- New construction or renovation of a commercial, industrial, or institutional building or structure that is equal to or greater than one thousand (1,000) square feet and/or building alterations with a permit valuation of \$200,000 or above.
- Construction of any new residential dwelling whatsoever (including all ADUs).
- Construction of new multifamily dwelling where four or more units are under construction at a given time.

Applicants are required to use either the City’s franchise waste hauler, Waste Management (WM), or self-haul to dispose of materials.

- Please complete the following if utilizing WM– Contact WM at (886) 445-8296 to set up construction and demolition services.

PROJECT INFORMATION:

Project Name: _____

Project Location (Address): _____

Project Description: _____

Project Valuation: \$ _____ Project Square Footage or Number of Units: _____

Type of Construction (wood frame, concrete, steel, etc.): _____

APPLICANT INFORMATION:

Company Name: _____

Address: _____

Phone No.: _____ Email: _____

Contact Person: _____

Phone No.: _____ Email: _____

APPLICANT SIGNATURE(S)

Print Name: _____ Signature: _____



No further information is required IF utilizing Waste Management.

SELF HAUL REPORTING REQUIREMENTS – PRE-CONSTRUCTION

CITY OF CHINO HILLS STAFF USE ONLY		
Date Submitted: _____	Project No.: _____	Accepted By: _____
Compliance Official Approval of Application:		
<input type="checkbox"/> New Construction Project	<input type="checkbox"/> Demolition Project	<input type="checkbox"/> Waste Reduction and Recycling Plan Approved
Signature: _____		Date: _____

PART I: AT TIME OF APPLICATION

Applicants are required to recycle or reuse 65% of the waste materials incurred on site. Use tons or cubic yards to quantify the total estimated waste and percentages for materials. A conversion table has been provided on the following pages. The selected recycling dealer may assist with this plan. Please note that a building or demolition permit will not be issued until the Waste Reduction and Recycling Plan has been approved.

The temporary service bin must be clearly marked with the name and contact information of the bin’s owner. The Contact Information must match the Waste Reduction and Recycling Plan application. Per CHMC 13.24.20(E)(6)

SELF-HAUL BIN CONTACT INFORMATION

Bin Owner: _____
 Phone Number: _____ Email Address: _____

PROJECT INFORMATION:

Project Name: _____
 Project Location (Address): _____
 Project Description: _____
 Project Valuation: \$ _____ Project Square Footage or Number of Units: _____
 Type of Construction (wood frame, concrete, steel, etc.): _____

APPLICANT INFORMATION:

Company Name: _____
 Address: _____
 Phone No.: _____ Email: _____
 Contact Person: _____
 Phone No.: _____ Email: _____

Waste Estimate Information - Identify the amount of material (in tons or cubic yards) that you anticipate will be recycled or reused.

Pre-Construction Waste Estimates				
Material	Estimated Amount Generated	Estimated Percentage Recycled	Estimated Percent Disposed	Vendor or Facility
Asphalt/Concrete				
Brick/Masonry				
Dirt				
Doors, Windows, Cabinets, Fixtures				
Metals				
Trash				
Wood				
Other:				

Estimated date on which demolition is to commence: _____

Separate calculations and reports are required for the construction and demolition portions of projects that involve both activities.

Applicant shall provide verification that universal waste from non-residential addition and alteration projects will be properly disposed of and diverted from landfills.

APPLICANT SIGNATURE(S)

Print Name: _____ Signature: _____

PERMITS WILL NOT BE ISSUED UNTIL THIS APPLICATION IS APPROVED BY THE COMPLIANCE OFFICIAL.

SELF HAUL REPORTING REQUIREMENTS – PRIOR TO FINAL INSPECTION

CITY OF CHINO HILLS STAFF USE ONLY		
Date Submitted: _____	Project No.: _____	Accepted By: _____
Compliance Official Approval of Completed project:		
<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Further Information Required: _____		
Signature: _____		Date: _____

PART II. PRIOR TO FINAL INSPECTION

Be sure to save weight tickets of ALL materials disposed of or recycled during construction, demolition, or remodeling.

Once a project is complete and prior to FINAL inspection, the applicant must submit to the Building and Safety Division, weight tickets from a certified recycling facility or materials recovery facility demonstrating the diversion requirement has been met.

The Building and Safety Division will provide the documentation to the Compliance Official for review. Once approved, a FINAL inspection may be requested.

Post-Construction Waste Actuals

Total Waste Generated by Project: _____ tons/cubic yards
 (Ask your recycler to assist you. Use receipts from previous jobs for estimates.)

PRIOR to Permit Final Inspection				
Material	Actual Amount Generated	Actual Percentage Recycled	Actual Percent Disposed	Vendor or Facility
Asphalt/Concrete				
Brick/Masonry				
Dirt				
Doors, Windows, Cabinets, Fixtures				
Metals				
Trash				
Wood				
Other:				

Once the removal of waste materials has occurred and the weight tickets, receipts, and/or waste reports are reviewed, this form MUST be completed and submitted for review, correction, and/ or approval by the Compliance Official. Final inspection cannot be requested until the Compliance Official has determined the documentation illustrates compliance with the diversion requirements.

Was "deconstruction" or salvage considered as an option to traditional demolition? Yes No

If "No", please explain: _____

Separate calculations and reports are required for the construction and demolition portions of projects that involve both activities.

Applicant shall provide verification that universal waste from non-residential addition and alteration projects will be properly disposed of and diverted from landfills.

APPLICANT SIGNATURE(S)

Print Name: _____ Signature: _____

IF A DEPOSIT WAS COLLECTED AS PART OF YOUR PROJECT, PLEASE NOTE ANY REQUESTED REFUNDS WILL NOT BE PROCESSED UNTIL THE COMPLIANCE OFFICIAL HAS APPROVED THE COMPLETED PROJECT DOCUMENTATION.

How to Locate Recycling Facilities

For more information on construction and demolition recycling, please visit the CalRecycle website at <http://www.calrecycle.ca.gov/ConDemo/Materials/>. If you need to locate a Waste Reduction and Recycling facility in your area, please visit CalRecycle's website at <https://www2.calrecycle.ca.gov/SolidWaste/Site/Search>.

For further questions about Recycling, please contact the Solid Waste and Recycling Division (909) 364-2606 or chrecycles@chinohills.org.

Conversion Rates			
Materials	Lbs / cu yd	Tons / cu yd	Cu yd / Ton
Cardboard	100 lbs / cu yd	0.05 tons / cu yd	20 cu yds / ton
Concrete/Asphalt	4000 lbs / cu yd	2.0 tons / cu yd	0.5 cu yds / ton
Drywall	500 lbs / cu yd	0.25 tons / cu yd	4 cu yds / ton
Mixed Waste	350 lbs / cu yd	0.175 tons / cu yd	5.7 cu yds / ton
Wood	300 lbs / cu yd	0.15 tons / cu yd	6.7 cu yds / ton

Source: Resource Efficient Building (1994), Metro Solid Waste Department, Portland, Oregon

Use the above conversion factors and receipts from previous projects to help you estimate the potential amount of recyclable materials and waste from your project. Again, your recycler may assist you in estimating these numbers.

Recyclable Material Categories	
CATEGORY	MATERIAL
Construction and Demolition Materials (C&D):	brick, concrete, dirt, granite, gravel, pavement/asphalt, and sand
Green Waste:	compost, grass clippings, leaves, prunings, and Christmas trees
Glass:	beverage containers, crushed glass, and window panes
Metals:	aluminum, aluminum cans, ferrous/non-ferrous metals, scrap metals, tin cans, & white goods (stoves, etc.)
Universal Waste:	electronic devices, electronic lamps, batteries, mercury containing equipment, CRTs (glass picture tubes removed from items such as televisions and computer monitors), CRT glass, and non-empty aerosol cans
Wood:	bark, boards, planks, chips, pallets, plywood, sawdust, and shavings