



Residential & Commercial Waste Management Plan Instructions

Please note: Plan form, fee schedule and the C&D Recycling Guide are subject to change and can be found on our website at

<http://www.sbcounty.gov/dpw/solidwaste/ConstrWasteMgmt.asp> For

assistance with conversion tables please go to

<http://www.calrecycle.ca.gov/LGCentral/Library/DSG/ICandD.htm>

1. Check the type of project
2. Fill in the following information
 - a. Assessor's Parcel Number (APN)
 - b. Permit Number(s)
 - c. Date of the Plan
 - d. Project Name
 - e. Project Address
 - f. Owner's Name
 - g. Owner's Phone
 - h. Owner's Mailing Address
 - i. Contractor's Name
 - j. Contractor's Phone Number
 - k. Approximate Square Footage of all structures
 - l. Duration of the Project
 - m. Year of Original Construction (Demo Only)
 - n. Is this fire related debris (Demo Only)
 - o. Responsible Party for Implementation
3. Brief description of the project
4. How will the waste be collected and transported from the site
 - a. Container size, quantity and frequency
 - b. Hauler/Transporter
 - c. Self-Haul
 - i. How Often
 - ii. Trailer Size
5. Part 1: Estimated Disposal/Diversion Worksheet (Due to SWMD prior to Building/Demo Permits)
 - a. Commingled or Sorted by material type
 - b. Tons or Pounds
 - c. APN
 - d. List by material type: The estimation for all construction waste for this project. You will use the this worksheet to identify the types of waste the project will have and how the materials will be recycled, reused, salvaged or disposed of during the construction phase of the project.
 - e. Total Waste: total of that material type regardless of materials management. Total Waste = (Reused + Recycled + Disposed combined)
 - f. Reused: Materials that are reused on site or another job site. Please state how much of the materials in Total Waste will be reused if any.
 - g. Recycled: Materials that are recycled at a recycling facility. Please state how much of the material in Total Waste will be recycled if any.
 - h. Disposed: Materials that are disposed of at a disposal facility. Please state how much of the material in Total Waste will be disposed if any.
 - i. Facility/Location: Description of where the materials were taken or reused
 - j. There are two ways to calculate how much waste will be diverted from the landfill.

- k. The first method - after totaling each column of the worksheet, use the following formula to calculate how much of the waste will be diverted from the landfill and place that number on line 5a.
 - i. $((\text{Total of Reuse} + \text{Total of Recycle}) / \text{Total Waste}) \times 100\%$
 - l. The other option is to take the Total Pounds Disposed/Approximate Sq. Ft. of all structures (page 1). If this amount is UNDER than 2 lbs/SF then diversion requirement has been met. This method cannot be used for demolition projects.
 - m. Mark Yes or No that the 50% requirement has been met.
6. Part 2: Estimated Disposal/Diversion Worksheet (Due to SWMD prior to Final Occupancy/Inspection along with all documentation of waste management).
- a. Commingled or Sorted Piles
 - b. Quantity of measure: Either tons or pounds
 - c. APN
 - d. List by material type: The estimation for all construction waste for this project. You will use this worksheet to identify the types of waste the project will have and how the materials will be recycled, reused, salvaged or disposed during the construction phase of the project.
 - e. Total Waste: total of that material type regardless of materials management. Total Waste = (Reused + Recycled + Disposed combined)
 - f. Reused: Materials that are reused on site or another job site. Please state how much of the materials in Total Waste will be reused if any.
 - g. Recycled: Materials that are recycled at a recycling facility. Please state how much of the material in Total Waste will be recycled if any.
 - h. Disposed: Materials that are disposed of at a disposal facility. Please state how much of the material in Total Waste will be disposed if any.
 - i. Facility/Location: Description of where the materials were taken or reused
 - j. There are two ways to calculate how much waste will be diverted from the landfill.
 - k. The same method of diversion calculations used in Part 1 must be used in Part 2.
 - l. Mark "Yes" or "No" that the 50% requirement has been met.
7. Exemption
- a. Please check one of the exemption checkboxes if the project is not able to meet the 50% requirement.
8. Signature
- o This plan must be signed and submitted before any review can take place. Payment must also be made prior to plan approval.
9. SWMD will also use this page to sign off on the plan once it has been approved or granted an exemption from the 50% diversion.