Construction and Demolition Debris Waste Management Report (WMR)

The City of Imperial has a mandatory Construction and Demolition Debris Recycling Ordinance, Imperial Municipal Code Chapter 10A, and abides by the California Green Building Code. Prior to the issuance of a demolition or building permit, you must have completed pages 1 and 2 of this Waste Management Report form, and obtained approval from the Building and Safety Division, demonstrating how you will recycle 100% of the inert debris (including, but not limited to: rock, dirt, concrete, asphalt, tile, and bricks) and a minimum of 50% of the remaining construction and demolition debris generated by your project.

Please be informed that all construction and demolition projects covered under this ordinance and the California Green Building Code are required to complete the Waste Management Report form and submit a **Performance Deposit.** Questions? Call us at (760) 355-1152.

Step 1: Before the Project Begins

A. This is a three-step process. Complete pages 1 and 2 of this form, which identifies the construction and demolition debris that you expect to generate, and what you plan to recycle or reuse/salvage. You must also specify all facilities where you plan to take debris generated by your project. Submit your form to the Building and Safety Division for approval **via electronic mail: BuildingSafetyDivision@cityofimperial.org -OR- via fax: (760) 355-4718 -OR- via mail: City of Imperial, Building and Safety Division, –WMR Review, 420 So Imperial Ave, Imperial, CA 92251.** The approval process may take up to ten (10) business days. When pages 1 and 2 of your WMR have been approved, a copy will be returned to you for your records.

B Pay a refundable Performance Deposit, if applicable. The applicant the Applicant must fill out the C & D Reuse/Recycling Plan and return to the City. After the C & D Reuse/Recycling Plan has been reviewed by the City, a plan for a building or demolition permit will be returned within a timely manner. The applicant shall post a cash deposit in the amount of fifty dollars ($50.00) for each estimated ton of construction and/or demolition debris but not less than five hundred dollars ($500.00). *The Performance Deposit will be paid at the time you pay your permit fees, or you may provide the City with a surety bond.*

Step 2: During the Project

- **Save** all receipts and/or documents from recycling centers, reuse/salvage centers, processing facilities, and landfills where debris was taken. Complete the Construction and Demolition Debris Recycling Log (page 3 of this form) as your project progresses.

Step 3: After the Project (Refund)

- Upon project completion, you have **thirty (60) business days** to submit all documentation. The submittal of all receipts/weight tickets, photos and narrative documentation of any reuse activities, and this WMR form in its entirety (including a copy of this originally signed, approved page) is your request for a refund. Your Performance Deposit will be refunded based upon your documentation of the amount of debris you diverted from disposal. Remember that you must divert from landfill disposal 100% of the inert debris generated by the project and at least 50% of the remaining debris to qualify for a full refund. Otherwise, your deposit refund will be prorated.

City of Imperial Waste Management Report

Permit no./APN: _____ Project Name (if applicable): _____

Applicant Name: _____ Phone: _____

Mailing Address: _____ E-mail Address: _____

Did you contact the City's franchise waste hauler (Republic Waste Services) for this project? Yes _____ No _____ Square footage: _____

Expected project Start Date: _____ Completion Date: _____ Do you plan to source separate on-site? Yes_____ No_____

Project Location (Address/Cross Street): _____

Building/Project Type (new construction, demolition, tenant improvement, etc.): _____

FOR CITY USE ONLY: WMR Status

Project Valuation: $_____ Performance Deposit Dollar Amount: $_____

_____ **Approved** _____ **Approved with exception:** _____

_____ **Denied** _____

Approved by: _____ Date: _____

Performance Deposit Refunded / Forfeited Date: _____

Inerts: _____% refunded Other: _____% refunded

City of Imperial Waste Management Report Identification of Construction & Demolition Debris Generated on Project Work Site

Permit no./APN: _____ Project Name (if applicable): _____

Place a check mark in the columns next to items that are expected to be generated by the project and indicate whether those items will be reused or salvaged, recycled, or disposed. Submit the completed form for approval (see page 1.) Upon approval, your form will be returned to you for your records. Contact Building and Safety at (760) 355-1152 with any questions regarding this form.

Inert Materials (Must divert 100% of these materials)	Place a check mark next to items to be reused or salvaged	Place a check mark next to items to be recycled	Place a check mark next to items to be disposed at landfill	Facility Name and Phone Number Where Debris will be taken
Asphalt/Concrete				
Brick/Masonry/Tile				
Dirt/Rock				
Landscape debris (brush, trees, stumps, etc.)				
Mixed inert debris*				

Other Materials (Must divert at least 50% of these materials)	Place a check mark next to items to be reused or salvaged	Place a check mark next to items to be recycled	Place a check mark next to items to be disposed at landfill	Facility Name and Phone Number Where Debris will be taken
Cabinets, doors, fixtures, windows				
Cardboard				
Carpet				
Carpet (padding/foam only)				
Ceiling Tile (acoustic)				
Drywall (new, unpainted, or scrap)				
Drywall (used)				
Mixed debris (processed as C&D)*				
Roofing materials				
Scrap metal				
Stucco				
Unpainted wood & pallets				
Other – **please describe:**				
Other – **please describe:**				
Trash/Garbage				

***Mixed debris must be taken to an approved mixed C&D processing facility. Call (760) 355-1152 for more information.**

City of Imperial Waste Management Report Daily Recycling Log of Construction & Demolition Material Loads Recycled, Reused, or Disposed

Use this log sheet to track your loads of materials as they leave the job site. **Save all receipts and documents from facilities where materials were taken.** When your project is complete, sign and date the log sheet and send it and all corresponding receipts/documentation, including photographs of materials that were reused or salvaged, to: **City of Imperial, Building and Safety Division, C&D Refund Request, 420 So Imperial Ave, Imperial, CA 92251.**

Date	Material Type	Actual Amount Reused or Salvaged	Actual Amount Recycled	Actual Amount Disposed of in Landfill	Actual Destination(s) Vendors and Facilities Name, Address, and Telephone Number
Example: 1/1/2016	Concrete (broken)		6 tons		Facility Name, 1234 Main St. Imperial, CA – (760) 355-1234
	TOTALS:				

*Please use a separate sheet for additional items.

CERTIFICATION – I certify under penalty of perjury under the laws of the State of California that I have reviewed the accuracy of the information contained in and with this Waste Management Report and that the information is true and correct to the best of my knowledge.

_____ _____
Print Name, Title Signature

_____
Date

Construction & Demolition Conversion Table

This document is informational only. It is only here to help you convert truckload quantities to tons if necessary.

Step 1: Enter the estimated quantity for each applicable material in Column A, based on units of cubic yards (cy), square feet (sq ft), or board feet (bd ft).
Step 2: Multiply the number entered in Column A by the Tons/Unit conversion factor in Column B. Enter the answer for each material in Column C. Transfer your answer(s) to the Daily Recycling Log on page 3 of your WMR form.

		Column A			Column B		Column C
Category	**Material**	**Volume**			**Tons/Unit**		**Tons**
Asphalt/Concrete	Asphalt (broken)	_____	cy	x	0.70	=	_____
	Concrete (broken)	_____	cy	x	1.20	=	_____
	Concrete (solid slab)	_____	cy	x	1.30	=	_____
Brick/Masonry/Tile	Brick (broken)	_____	cy	x	0.70	=	_____
	Brick (whole, palletized)	_____	cy	x	1.51	=	_____
	Masonry Brick (broken)	_____	cy	x	0.60	=	_____
	Tile	_____	sq ft	x	0.00175	=	_____
Building Materials (cabinets, doors, windows, etc.)		_____	cy	x	0.15	=	_____
Cardboard (flat)		_____	cy	x	0.05	=	_____
Carpet	By square foot	_____	sq ft	x	0.0005	=	_____
	By cubic yard	_____	cy	x	0.30	=	_____
Carpet Padding/Foam		_____	sq ft	x	0.000125	=	_____
Ceiling Tiles	Whole (palletized)	_____	cy	x	0.0003	=	_____
	Loose	_____	cy	x	0.09	=	_____
Dirt	Loose/Dry	_____	cy	x	1.20	=	_____
	Excavated/Wet	_____	cy	x	1.30	=	_____
	Sand (loose)	_____	cy	x	1.20	=	_____
Drywall (new or used)	1/2" (by square foot)	_____	sq ft	x	0.0008	=	_____
	5/8" (by square foot)	_____	sq ft	x	0.00105	=	_____
	Demo/used (by cu. yd.)	_____	cy	x	0.25	=	_____
Landscape Debris (brush, trees, etc.)		_____	cy	x	0.15	=	_____
Mixed Debris	Construction	_____	cy	x	0.18	=	_____
	Demolition	_____	cy	x	1.19	=	_____
Rock		_____	cy	x	1.29	=	_____
Shingles, asphalt	Asphalt Composition Shingle	_____	cy	x	0.22	=	_____
Unpainted Wood/Pallets	By board foot	_____	bd ft	x	0.001375	=	_____
	By cubic yard	_____	cy	x	0.15	=	_____
Trash/Garbage		_____	cy	x	0.18	=	_____
Other (estimated weight):							
_____	_____	_____		x	estimate	=	_____
_____	_____	_____		x	estimate	=	_____
					Total all	=	_____