

**Construction and Demolition Recycling
Waste Management Plan Requirements and Deposit Refund Instructions**

The California Green Building Code requires a minimum recycling rate of 65% for all covered projects.

1.0 Covered Projects

- 1.1 Alteration or addition to a residential building that increases the building size by any amount.
- 1.2 All commercial permits.

2.0 Diversion Methodologies

- 2.1 Deconstruction and Salvage: Removal for reuse of appliances, fixtures, lumber, flooring, brick and other materials before the structure is demolished. This work can be done by contractor or by a specialty company, some of which may provide tax benefits for the value of salvaged items. Non-structural deconstruction and salvage may be conducted before a demolition permit is issued. Structural deconstruction may begin upon issuance of a demolition permit.
- 2.2 Source Separation: Separating into "clean" loads those materials that cannot be salvaged. Source separated loads may go to any facility and are generally charged lower rates for recycling.
- 2.3 Mixed Debris Recycling: Applicants may use any facility that meets the requirements of the City's ordinance for recycling of "mixed construction and demolition" debris. Debris used as alternative daily cover (ADC) at a landfill is considered an acceptable recycling use. The following are examples of facilities that have previously met the City's recycling requirements, but it is the applicant's responsibility to ensure that they are submitting a compliant Waste Management Plan.

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| • Shoreway Environmental Ctr (San Carlos) | 650-802-8355 | • Blue Line Transfer Station (So. San Francisco) | 650-589-4020 |
| • Zanker Recycling (San Jose) | 408-263-2384 | • Davis Street Transfer Station (San Leandro) | 510-638-2303 |
| • GreenWaste Recovery (San Jose) | 408-283-4800 | • Premier Recycle Company (San Jose) | 408-297-7910 |
| • Newby Island Resource Recovery (Milpitas) | 408-262-1401 | | |

3.0 Documentation

- 3.1 Prior to Permit Issuance: A Waste Management Plan (BEFORE PERMIT) must be submitted and approved. The plan includes estimates of waste generated and materials to be diverted. Where a contractor will demolish a structure and construct a new one, a separate plan is required for each project.
- 3.2 Upon completion of the project (within 60 days): A Final Compliance Report / Deposit Refund Request Form (AFTER FINAL) must be submitted showing the date, project address, amount and type of materials disposed. Report shall summarize the actual weight of waste generated, weight of materials diverted and facility destinations of waste disposed and recycled, including back-up documentation.

4.0 Fees and Deposit

- 4.1 A non-refundable fee for a construction or demolition permit is set forth in the City's Master Fees and Service Charges schedule, Section CDM-01 7a/b.
- 4.2 A refundable deposit of \$50 for every ton or \$0.25 for every pound of debris the project is estimated to generate is required.
- 4.3 The minimum deposit for all projects is \$1,000.
- 4.4 The maximum deposit for residential projects is \$10,000. The maximum deposit for commercial projects is \$30,000.

5.0 Return of Deposit

- 5.1 Full deposit will be refunded upon demonstration of recycling, reuse and/or salvage of at least 65% of total generated tonnage from the project on the Final Compliance Report / Deposit Refund Request Form (AFTER FINAL) with required documentation or if a permit is withdrawn prior to the start of work.
- 5.2 Deposits will be prorated if less than 65% of the total debris generated is recycled.
- 5.3 Deposits will be forfeited if the Final Compliance Report / Deposit Refund Request Form (AFTER FINAL) and documentation is not submitted within 60 days following project completion, if the permit expires, if the project does not pass a final inspection, or if deposit is unclaimed for a period of 60 days beyond the project completion date.

6.0 Documentation

- 6.1 Each weight tag must list Foster City as the city of origin.
- 6.2 Material weight must be listed on each ticket or tag.
- 6.3 A separate weight tag is required for each job site. Weight tickets for combined loads from multiple job sites are invalid.

7.0 Resources

- 7.1 Encroachment Permits are required to place debris containers on a public street. To download the Encroachment Permit packet, go to www.fostercity.org/publicworks/page/encroachment-permit.
- 7.2 A Construction, Deconstruction, and Demolition Information Brochure with information on recycling and salvage and disposal of hazardous materials is available at www.smcsustainability.org/download/waste-reduction/CD_2017-Web.pdf.
- 7.3 The Foster City Construction and Demolition Ordinance (FCMC 15.44 Recycling and Salvaging of Construction and Demolition Debris) can be viewed online at www.codepublishing.com/CA/FosterCity.
- 7.4 The CalGreen Code can be viewed online: <https://codes.iccsafe.org/content/CAGBC2019JUL21S/chapter-3-green-building>
- 7.5 Address questions about the Building Permit Process to Building Inspection Division, 610 Foster City Boulevard, Foster City, CA 94404; 650-286-3227.