CONSTRUCTION AND DEMOLITION DEBRIS RECYCLING AND REUSE PLAN APPLICATION FORM

COMPLETE AND SUBMIT A RECYCLING AND REUSE PLAN APPLICATION FORM BY:

- **E-mail:** CND@pw.LACounty.gov
- **Mail to:**
  Los Angeles County Public Works
  P.O. BOX 1460
  Alhambra, CA 91802-1460

- **In person to:**
  Los Angeles County Public Works,
  Annex Bldg., 3rd Floor
  900 South Fremont Avenue
  Alhambra, CA 91803
  Open M-Th: 7am-5pm
- **Fax:** (626) 628-9733

CONTACT INFORMATION:
(626) 458-3517
CND@pw.LACounty.gov
Construction and Demolition Debris Recycling and Reuse Plan

L.A. County requires construction and demolition (C&D) debris from projects in County unincorporated areas to be diverted from landfills in accordance with Chapter 20.87 of the L.A. County Code or the most recent CalGreen Manual (the more stringent of the two).

A Recycling and Reuse Plan (RRP) Application Form must be submitted after an application for a building/demolition/grading permit has been filed for a project, unless an RRP Application Form for the project is already on file with Public Works. To obtain an approved RRP Application Form, complete and submit an RRP application form, along with all pertinent attachments, to the Environmental Programs Division of Public Works.

**ALL APPLICANTS:** Complete and submit an RRP Application Form. All ten steps of the RRP Application Form must be completed before it can be processed.

*Page 1:* Provide information, description, and scope of the project.
*Page 2:* Provide contact information of both the applicant and property owner.
*Page 3:* Property owner must read, initial, and sign this section.
*Page 4:* Provide dimensions of project as indicated on the table. Provide estimated cubic yards of cut and/or fill if grading/excavation will be performed. Staff will use this information to estimate how much C&D debris will be generated by the project.
*Page 5:* Choose a County-approved hauler, and a C&D Recycling Facility.

**COUNTY PROJECTS ONLY:** In addition to a completed RRP Application Form, County projects may be required to submit Attachments 1 and 3 as indicated in the project specifications.

**County-Approved Haulers:** Any hauler not listed here on the following webpage—https://pw.lacounty.gov/epd/swims/TrashCollection/docs/AuthorizedCommercialWasteHaulers.pdf, must receive prior approval from the Commercial Franchise Section. To contact the Commercial Franchise Section, email CommercialFranchise@pw.LACounty.gov.

**C&D Recycling Facilities:** Any C&D recycling facility not listed on the following webpage—https://pw.lacounty.gov/epd/CD/cd_attachments/Recycling_Facilities.pdf must receive prior approval from the C&D Unit. To contact the C&D Unit, email CND@pw.LACounty.gov. For more details about C&D recycling facilities go to the following webpage: www.LACountyCND.com

**Where do I submit my RRP Application Form for approval?**
Submit the completed RRP Application Form to Los Angeles County Public Works, Environmental Programs Division, C&D Unit by one of the forms indicated on the application. For additional assistance, call (626) 458-3517.

**What do I do once I have an approved RRP Application Form for my project?**
When approved, submit a copy of the approved RRP Application Form to the Building and Safety Division to pull your permit.

**What if any information about the project changes after an RRP Application Form has been approved?**
Any changes to the scope of work, including extensions of the estimated finish date, must be reported by filling out and submitting an Amendment Form (Page 6).

**What do I do once a project is completed?**
Upon completion of the project, copies of all weight tickets and other relevant documents must be submitted to the C&D Unit along with a Final Compliance Report (Page 7).
L.A. County requires C&D debris from projects in County unincorporated areas to be diverted from landfills in accordance with Chapter 20.87 of the L.A. County Code or the most recent CalGreen Manual (the more stringent of the two). Additional information is available online at www.LACountyCND.com. If you have any further questions, please call (626) 458-3517

When completed, submit this form and all appropriate attachments by one of the following methods:

- **By E-mail to:** CND@pw.LACounty.gov
- **By Mail to:** Los Angeles County Public Works Environmental Programs Division P.O. BOX 1460 Alhambra, CA 91802-1460
- **In person to:** Los Angeles County Public Works Annex Bldg., 3rd Floor 900 South Fremont Avenue Alhambra, CA 91803 Monday—Thursday, 7:00am-5:00pm
- **By Fax to:** (626) 628-9733

### STEP 1: Project Details — An asterisk (*) denotes a required field

| **Address***: |
| **City***: | **Zip***: |
| **Parcel Number**: | **Plan Check Number**: |
| **Estimated Start Date***: | **Estimated End Date**: |

### STEP 2: Project Scope — Provide a description of the scope of work


### STEP 3: Project Type — Choose all types below that apply to the project

- Residential Project – Complete Pages 1 through 5
- Non-residential Project – Complete Pages 1 through 5
- County Project – Complete Pages 1 through 5 AND Attachment 1

### FOR PUBLIC WORKS USE ONLY

| **RRP ID**: | **Date Received**: |
| **Approved by (Print)**: | |
| **Exempt, Reason**: | |
| **Approval Date**: | |
| **Approver Signature**: | |

Failure to provide a FINAL COMPLIANCE REPORT, including all necessary documentation, within 45 days of completion of the project may incur a PENALTY OF UP TO $50,000.

Notes/Comments:
**STEP 4: Contact Information**— *An asterisk (*) denotes a required field*

<table>
<thead>
<tr>
<th>Applicant Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
</tr>
<tr>
<td>Address:</td>
</tr>
<tr>
<td>City:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>E-mail:</td>
</tr>
</tbody>
</table>

Relation to project (Check one below):
- [ ] Owner
- [ ] Contractor
- [ ] Project Manager
- [ ] Other, Specify:

<table>
<thead>
<tr>
<th>Owner Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name*:</td>
</tr>
<tr>
<td>Address*:</td>
</tr>
<tr>
<td>City*:</td>
</tr>
<tr>
<td>Phone*:</td>
</tr>
<tr>
<td>E-mail:</td>
</tr>
</tbody>
</table>

**STEP 5: Acknowledgement of C&D Requirements**— *Read and sign below if you are the owner, contractor, or project manager assigned to the project.*

Unless expressly waived by Public Works, the property owner must sign the signature page below as well as the Owner Acknowledgement of Responsibility form. If a representative of the property owner, such as a contractor, architect, permit runner, etc., is submitting the application on the owner’s behalf, such representative must also sign the signature page, but we will not accept an application or approve a Plan that is not signed by the owner. The signature of the property owner is necessary in order to demonstrate that the owner of the subject property acknowledges and understands that a violation of the requirements of the Plan could subject them to penalties, as described below.

Note that any violation of the provisions of Chapter 20.87 of the C&D Debris Recycling and Reuse Ordinance will be subject to an administrative penalty, enforcement, and collection proceedings, as set forth in the chapter and authorized by Section 53069.4 of the California Government Code. The Director of Public Works may withhold approval of any and all Recycling and Reuse Plans submitted by the responsible person on any project until the applicable administrative penalty has been paid. In addition, the amount of any unpaid administrative penalty may be declared a lien on any real property on which the project took place, as provided in Section 20.87.120 of the Ordinance.

The undersigned fully acknowledges the requirements of Chapter 20.87, Title 20 – Utilities of the Los Angeles County Code, C&D Debris Recycling and Reuse Ordinance, Section 20.87.090.

X
Signature of Property Owner
Print Name
Date

X
Signature of Authorized Contractor
Print Name
Date

X
Signature of Project Manager
Print Name
Date
**STEP 6:** Please read and initial each statement if you are (1) **the registered property owner** or (2) if the property is owned by a corporation, partnership, limited partnership, or limited liability company, an officer of such company with authority to sign on the company’s behalf.

<table>
<thead>
<tr>
<th>Initial here</th>
<th>I understand this is a legally binding contract that I and my project manager(s), general contractor(s), contractor(s), and waste hauler(s) agree to fulfill.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial here</td>
<td>I acknowledge that I have been given a list of recycling facilities listed on Table 1 and I understand that Public Works has confirmed that these facilities meet the requirements of Los Angeles County Code, Chapter 20.87. I understand that if my project manager(s), general contractor(s), contractor(s), and waste hauler(s) intends to take the construction and demolition debris to a facility that is not on this list, they must obtain prior approval from Public Works. Failure to do so could result in a violation the minimum recycling requirements of Los Angeles County Code, Chapter 20.87.</td>
</tr>
<tr>
<td>Initial here</td>
<td>I understand that I <strong>am responsible</strong> for making sure that my project manager(s), general contractor(s), contractor(s), and waste hauler(s) fulfill the minimum recycling requirements of Los Angeles County Code, Chapter 20.87, and that if these minimum requirements are not fulfilled, I <strong>may be responsible for monetary penalties</strong>.</td>
</tr>
<tr>
<td>Initial here</td>
<td>I understand that I <strong>am responsible</strong> for making sure that my project manager(s), general contractor(s), contractor(s), and waste hauler(s) obtain copies of any and all weight tickets from any facility which receives debris from this project. This includes facilities which are listed in this Plan, and those facilities which are not listed in this Plan. The use of facilities which are not listed on the Recycling and Reuse Plan may result in a violation of Los Angeles County Code, Chapter 20.87, and monetary penalties.</td>
</tr>
<tr>
<td>Initial here</td>
<td>I understand that once the project is complete, a Final Compliance Report <strong>must</strong> be filed. If either my project manager(s), general contractor(s), contractor(s), and waste hauler(s) or I fail to file a Final Compliance Report or meet the minimum recycling requirements for the project by the required date, for any reason, I may be subject to a notice of violation and a maximum penalty of <strong>no less than $100 for every ton</strong> which needed to be recycled.</td>
</tr>
</tbody>
</table>

X ___________________________  Print Name ___________________________  Date ___________________________

Officer’s/Owner’s signature
### STEP 7: Provide the dimensions of the project below where applicable. For help filling out this attachment, call the C&D unit at (626) 458-3517 or email CND@pw.LACounty.gov

<table>
<thead>
<tr>
<th>Project Scope</th>
<th>Area to be DEMOLISHED (ft²)</th>
<th>Estimated Tons (PW USE ONLY)</th>
<th>Area to be CONSTRUCTED (ft²)</th>
<th>Estimated Tons (PW USE ONLY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENTIAL—House (SFR, ADU, addition, etc.)</td>
<td>* x 0.0635 tons/ft²</td>
<td></td>
<td>* x 0.002 tons/ft²</td>
<td></td>
</tr>
<tr>
<td>RESIDENTIAL—Garage/Carport</td>
<td>* x 0.035 tons/ft²</td>
<td></td>
<td>* x 0.001 tons/ft²</td>
<td></td>
</tr>
<tr>
<td>RESIDENTIAL—Patio/Gazebo/Storage Shed</td>
<td>** x 0.0015 tons/ft² (patios/gazebos)</td>
<td></td>
<td>NOT APPLICABLE</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NON-RESIDENTIAL—Wood-frame/Metal Structure</td>
<td>* x 0.08 tons/ft²</td>
<td></td>
<td>* x 0.002 tons/ft²</td>
<td></td>
</tr>
<tr>
<td>NON-RESIDENTIAL—Concrete/Masonry Structure</td>
<td>* x 0.10 tons/ft²</td>
<td></td>
<td>* x 0.002 tons/ft²</td>
<td></td>
</tr>
<tr>
<td>Driveway/Parking Lot/Walkway</td>
<td>** x 0.01 tons/ft²</td>
<td></td>
<td>NOT APPLICABLE</td>
<td></td>
</tr>
<tr>
<td>Renovation/remodel/conversion/legalization</td>
<td>NOT APPLICABLE</td>
<td></td>
<td></td>
<td>* x 0.0117 tons/ft²</td>
</tr>
<tr>
<td>Tenant Improvement</td>
<td></td>
<td></td>
<td></td>
<td>* x 0.0056 tons/ft²</td>
</tr>
<tr>
<td>Remove exterior wall—Provide length to be removed.</td>
<td>LF</td>
<td>** x 0.05 tons/LF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove brick/cinder wall—Provide height, width, and length of wall to be removed.</td>
<td>Height (ft):</td>
<td>** x 0.029 tons/ft³</td>
<td>Width (ft):</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Length (ft):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (specify):</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### STEP 8: Indicate the estimated volume of cut and/or fill for the grading. If there will be no grading for this project, proceed to Step 9.

<table>
<thead>
<tr>
<th></th>
<th>Estimated Volume (yd³)</th>
<th>Estimated Tons (PW USE ONLY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cut</td>
<td>** x 1.35 tons/yd³</td>
<td></td>
</tr>
<tr>
<td>Fill</td>
<td>** x 1.35 tons/yd³</td>
<td></td>
</tr>
</tbody>
</table>

Will the soil be balanced on-site?  □ Yes  □ No

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| Total Estimated C&D Debris (Tons): |                             |
| Total Estimated weight of soil (Tons): |                             |

**MAXIMUM PENALTY FEE OF $50,000**


** Factors determined by Los Angeles County Public Works (2019).
STEP 9: Choose one of the County-approved hauling options below, then proceed to Step 10.

- [OPTION 1] Self-Haul: Applicant will use a personal or company-owned vehicle to transport all C&D debris to the facility indicated in Step 10 of this Application Form.

- [OPTION 2] County Authorized Haulers: Applicant will hire at least one hauler from the authorized hauler list that can be found online at the following link:
  https://pw.lacounty.gov/epd/swims/TrashCollection/docs/AuthorizedCommercialWasteHaulers.pdf

List Hauler(s) Name(s) here:

If neither option applies, contact the Commercial Franchise Section at (888)CleanLA or CommercialFranchise@pw.LACounty.gov and provide the name of the intended C&D hauler.

STEP 10: Choose at least one C&D recycling facility from the list that can be found online at the following link:

List C&D Facility Name(s) here:

If you represent a facility that would like to be added to the list mentioned above, please contact the C&D Unit at (626) 458-3517 or CND@pw.lacounty.gov

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<table>
<thead>
<tr>
<th>Hauler to be used:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>C&amp;D Facility to be used:</td>
<td></td>
</tr>
</tbody>
</table>

MAXIMUM PENALTY FEE OF $50,000

Where do I submit my RRP Application Form for approval?
Submit the completed RRP Application Form to Los Angeles County Public Works, Environmental Programs Division, C&D Unit by one of the forms indicated on first page of the application. For additional assistance, call (626) 458-3517.

What do I do once I have an approved RRP Application Form for my project?
When approved, submit a copy of the approved RRP Application Form to the Building and Safety Division to pull your permit.

What if any information about the project changes after an RRP Application Form has been approved?
Any changes to the scope of work must be reported by filling out and submitting an Amendment Form (Page 8).

What do I do once a project is completed?
Upon completion of the project, copies of all weight tickets and other relevant documents must be submitted to the C&D Unit along with a Final Compliance Report (Page 9).
## AMENDMENT FORM

To update information on an existing RRP, fill out and submit this form to the C&D unit

### STEP 1: RRP Information

— Please list all pertinent changes to the scope of work below.

<table>
<thead>
<tr>
<th>Project Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRP ID Number:</td>
</tr>
<tr>
<td>List all changes to the project scope, including new end date, if applicable:</td>
</tr>
</tbody>
</table>

### STEP 2: Applicant Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Zip:</td>
</tr>
<tr>
<td>Phone:</td>
<td>Fax</td>
</tr>
<tr>
<td>E-mail:</td>
<td></td>
</tr>
</tbody>
</table>

Relation to project (Check one below):

- [ ] Owner
- [ ] Contractor
- [ ] Project Manager
- [ ] Other, Specify:

### STEP 3: Acknowledgement of C&D Requirements

— Read and sign below if you are the owner, contractor, or project manager assigned to the project.

The undersigned fully acknowledges the requirements of Chapter 20.87, Title 20 – Utilities of the Los Angeles County Code, C&D Debris Recycling and Reuse Ordinance, Section 20.87.090.

- [X] Signature of Property Owner
  - Print Name
  - Date

- [X] Signature of Authorized Contractor
  - Print Name
  - Date

- [X] Signature of Project Manager
  - Print Name
  - Date

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Approved by (Print): ____________________________

Approval Date: ____________________________

 Approver Signature: ____________________________

Date Received: ____________________________

Find us online at: www.LACountyCND.com
FINAL COMPLIANCE REPORT
Upon completion of your project, fill out and submit this form to the C&D unit along with all proper documentation pertaining to C&D Debris generated by the project.

**STEP 1: Project Details**

<table>
<thead>
<tr>
<th>Description</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>RRP ID Number:</td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Zip:</td>
</tr>
</tbody>
</table>

**STEP 2: Documentation**

Attach copies of all documentation pertaining to all C&D debris generated by the project described in Step 1 of this form. Documentation includes weight tickets from C&D debris recycling facilities, a subscription order form or bill of rights from authorized commercial franchise haulers, and any other documentation that accounts for material hauled to a location that is legally permitted to collect that material.

**STEP 3: Acknowledgement of C&D Requirements**— Read and sign below if you are the owner, contractor, or project manager assigned to the project.

Any violation of the provisions of Chapter 20.87 of the C&D Debris Recycling and Reuse Ordinance will be subject to an administrative penalty, enforcement, and collection proceedings, as set forth in the chapter and authorized by Section 53069.4 of the California Government Code. Public Works may withhold approval of any and all Recycling and Reuse Plans submitted by the responsible person on any project until the applicable administrative penalty has been paid in full. In addition, the amount of any unpaid administrative penalty may be declared a lien on any real property on which the project took place, as provided in Section 20.87.120 of the Ordinance.

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X
Signature of Property Owner
Print Name
Date

X
Signature of Authorized Contractor
Print Name
Date

X
Signature of Project Manager
Print Name
Date

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Recycle Rate for this RRP:

Approved by (Print):

Approval Date:

Approvers Signature:

Penalty Fee due:

Notes/Comments:

Date Received: