Recycling and Reuse Plan via EPIC-LA Tutorial

EPIC-LA offers allows applicants the opportunity to submit information digitally to meet clearances on an Agency Referral Sheet. The clearance for a “Construction and Demolition Debris Recycling and Reuse Plan” can now be met through EPIC-LA. In order to do so, follow the directions below to apply for a Recycling and Reuse Plan on the EPIC-LA website.

1. Go to https://www.epicla.lacounty.gov
2. Click on “Login or Register”
3. Log in using your registered email/username and password. This should be the same information you used to apply for your Building and Safety Permit.
4. Click on “My Work”

5. Click on the pulldown menu by “Display” and choose “All”. If your permit does not appear, search for it by typing the permit number in the search bar. It may also appear under “pending” or other options on the drop down list.

6. Click on the permit needing the “Construction and Demolition Debris Recycling and Reuse Plan” clearance.
7. Click on “Sub-Records” as shown below.

8. Scroll down to “Remaining Sub-Records”
9. Click on “Apply” where it says “Construction and Demolition”. If you do not see this option, please contact your Building and Safety permit tech or send us an email to cnd@lacounty.gov. State your building permit number in the subject line of the email and state that you do not see the option to apply for CND under sub-records.
9. Click on “Add Location”
10. Search for project location by “Address” or “Parcel”

11. Click “Add” on the list of locations that are listed. Repeat Steps 9-10 if the project you are applying for has more than one address.
12. Click on “Next”

13. In the text box labeled “Description,” enter a short description of your project. Include square foot estimates.

14. Click on “Next”
15. If you would like to add another contact to receive updates on this Recycling and Reuse Plan, you can click on add contact. It is preferred that additional contacts have their own profile to view EPIC-LA.

16. Click on “Next”

17. Read all Terms and Conditions. Your application cannot be processed until you agree.
18. Choose a project type from the pulldown menu: Residential, Non-residential, or County-Managed.

For County projects, please download Attachment 1 and submit as an attachment to your Recycling and Reuse Plan.

19. Indicate if grading and/or excavation of soil will be involved for this project.

20. For any structures being demolished or taken down, indicate the footprint or the area being demolished. If no structure is being demolished, put zero.
21. Indicate the dimensions of the wall(s) to be taken down. If this does not apply, put zero.

II. Walls to be Removed

This section is for the removal of walls only. Provide the dimensions of walls to be removed below where applicable. All dimensions are in linear feet unless otherwise specified. For construction of structures, please go to Section III - Construction. Work involving conversion/remodel/remodeling or tenant improvements, should be entered in Section IV - Conversion/Remodel/Remodeling. Any other activity that does not blow specific, refer to Section V - Other Information. For help filling out this section, please contact the CAD unit at (626) 450-3517 or email CAD@pwcwastewater.gov

- How many linear feet of walls does this project intend to remove?
  - EXTERIOR WALLS (ft)
  - INTERIOR WALLS (ft)

- List below the dimensions of any brick/inter or block retaining walls to be removed (in linear feet):
  - Height (ft)
  - Width (ft)
  - Length (ft)

22. For any structures being constructed, indicate the area of the footprint being constructed.

23. If your project has any remodel, renovation, or tenant improvement activity, indicate the area of the footprint being renovated, remodeled, or improved. If none apply to your project, put zero.
24. Indicate any grading activity or earthwork proposed. Include the cubic yard estimates. If no grading is proposed, put 0.

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<tr>
<th>Grading Activity</th>
<th>Cut (cubic yards)</th>
<th>Fill (cubic yards)</th>
<th>Export (cubic yards)</th>
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25. Go to the listed facility type appropriate to the debris you plan to recycle and click on “+Add Row”
26. Click on the pulldown menu and choose a listed facility
27. Choose the appropriate hauling option:
   A. Option 1 is self-hauling
   B. Option 2: indicate which authorized hauler will provide the roll-off bin
28. Check back on your application status by going to your assigned RRP number under the “My Work” tab. If your status shows:

A. “Issued”: your application has been approved. To complete your RRP process after your construction has completed, please see the “Final Compliance Report via EPIC - LA Tutorial”.

B. “Waiting for Applicant”: Further action is needed. Please check your email for communication from your plan checker. You may contact your plan checker by clicking on their name by the “Assign To” field or call our office at 626-458-3517

7:00 am – 5:00 pm, Monday through Thursday excluding holidays.

You can also email our inbox at CND@dpw.lacounty.gov. Please indicate your RRP number and project address in the subject line of all emails.

C. “Approved Ready for Permit”: your application is exempted from the RRP requirement. No Construction and Demolition approval will be necessary for you to move on with your permit process.

D. “New”: Your application has been received and is in the queue to be reviewed.

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**EPIC LA**
Los Angeles County - Electronic Permitting & Inspections

Good Afternoon.

**permit**
Permit Number: RRP052622-0018

**Type:** Construction and Demolition

**Status:** Waiting for Applicant

**Project Name:**

**Applied Date:** 05/26/2022

**Issue Date:**

**District:** SD-5

**Assigned To:** Magana, Mary

**Expire Date:**

**Finalized Date:**

**Description:** Please apply for FCR under Sub-Records - testing - testing

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**Summary | Locations | Fees | Attachments | Contacts | Sub-Records | More Info**
29. If your project has been approved, you will have an approval sheet in your “Files” tab. This sheet summarizes the data from your application and indicates the tonnage of debris you will be expected to take to your chosen facility.

During the Final Compliance Report (FCR), your weight tickets will be compared to the tonnage listed on this sheet to determine if your project is in compliance.

Los Angeles County Public Works
Environmental Programs Division
Construction and Demolition (C&D) Debris
Recycle and Reuse Plan (RRP) Approval Sheet

RRP ID Number: 051922-0016
Approved by: Cervantes, Lance
Applicant: Lance Cervantes
Approval Date:
Project Location:

Be sure to use the following haulers and facilities from the approved RRP:

- For any changes in the scope of the project such as time extensions or a change of haulers/facilities, contact the C&D unit at CND@dpw.LACounty.gov or at (626) 458-3517.

Please note the following throughout the duration of the project:
- Collect copies of documentation showing which authorized commercial franchise hauler was used for this project.
- Collect copies of all weight tickets from approved C&D Recycling Facility.
- Collect any other documentation that shows where C&D debris was taken.

Once a project is completed:
- Fill out and submit a Final Compliance Report within 45 days after project completion.
- Submit documentation showing which authorized commercial franchise hauler handled the C&D Debris.
- Submit all weight tickets showing that at least 65% of all C&D debris was diverted away from landfills.

Failure to divert the required amount of C&D debris may incur a penalty fee of up to $50,000. For more information or any questions concerning the C&D Debris Recycle and Reuse Ordinance visit the website at www.LACountyCND.com.

Notes from Plan Checker:

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<tr>
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