

# Debris Recovery Requirements for 5,000 Square Feet & Over<sup>1</sup> Construction and Demolition Projects

Contra Costa County adopted a new ordinance, effective July 8, 2004, which requires that at least 50% of jobsite debris generated by projects of 5,000 sq. ft. or greater<sup>1</sup> be recycled, reused or otherwise diverted from landfill disposal<sup>2</sup> (ordinance attached and also available at [www.cccrecycle.org/debris](http://www.cccrecycle.org/debris)).

***Failure to comply will result in the delay of the building/demolition permit(s), hold on the final inspection and/or monetary fine.***

To comply with the ordinance:

1. Submit a completed Debris Recovery Plan prior to the issuance of a building or demolition permit.
2. Submit a completed Debris Recovery Report prior to the final inspection.
3. Demonstrate that at least 50% (by weight) of jobsite debris was diverted from disposal in a landfill, by providing receipts and/or gate-tags from all facilities and service providers used for recycling, reuse and disposal of jobsite debris.

## **Debris Recovery Plan**

Complete the Debris Recovery Plan form to:

- indicate the types of debris expected to be generated from the project (e.g. wood, drywall, concrete, cardboard and metal), use the spaces marked 'other' to write in materials not listed on the form such as tile, carpet, padding and cabinets, etc.
- specify whether each material will be recycled, reused or disposed by checking the designated box
- provide the name of each facility or service provider to be used to manage each type of debris (if the debris will be reused on-site, such as dirt, so state)

Example

MATERIAL	Reuse	Recycle	Dispose	FACILITIES/SERVICE PROVIDERS TO BE USED
Asphalt		X		County Quarry in Martinez

To assist in identifying service providers and facilities please use the attached Builder's Guide to Reuse and Recycling (also available at [www.cccrecycle.org/debris](http://www.cccrecycle.org/debris)).

Submit completed Debris Recovery Plan to the Community Development Department (in-person or via Certified Mail to contact listed on back) prior to receiving your building and/or demolition permit.

The property owner must sign the Debris Recovery Plan. Their signature serves as an acknowledgment that the owner understands the requirements of this ordinance, including the requirement for demonstrating achievement of the diversion requirement, and that the owner is responsible for the actions of his/her/its contractors or other agents with regard to the all of the requirements of this ordinance.

<sup>1</sup> Re-roofing projects are exempt from the ordinance

<sup>2</sup> The diversion requirement for all projects under the ordinance is 50%, unless a diversion requirement adjustment has been granted.

A Debris Recovery Plan will not be approved if it does not provide all of the information required. If the debris recovery plan is not approved, the owner shall be notified in writing and the owner shall make the required changes to the debris recovery plan and resubmit it to staff for approval in a timely manner.

### **Debris Recovery Report**

Complete the Debris Recovery Report form to:

- indicate the types of debris that were actually generated from the project
- provide the quantity of each material
- specify whether each material was reused, recycled or disposed
- provide the name of each facility or service that was actually used to reuse, recycle or dispose of each type of debris material
- attach receipts or gate-tags for all materials to verify their destination and/or use
- provide any additional information (including photographs) that the owner believes is relevant to determining compliance with the ordinance requirements

Upon completion of construction and demolition activities, but before the final inspection, the owner shall submit the Completed Debris Recovery Report and required documentation (listed above) to demonstrate achievement of the diversion requirement. The Report and documentation must be submitted to the Community Development Department (in-person or via Certified Mail to the contact listed below) to release the hold on the final inspection.

All construction and demolition debris should be weighed using scales. When weighing is not practical due to small size or other considerations, a volumetric measurement may be used. Convert volumetric measurements to weight using the standardized conversion factors approved by the County for this purpose, which can be found at [www.ccrecycle.org/debris](http://www.ccrecycle.org/debris).

The Debris Recovery Report will be reviewed and a determination made whether the owner achieved the diversion requirement for the project and has demonstrated compliance with all the ordinance requirements. The report will be returned to the owner accompanied by a letter from County staff indicating if the project received either: full compliance, good-faith effort compliance, or non-compliance.

### **COMPLETED DEBRIS RECOVERY PLANS & REPORTS MUST BE SUBMITTED TO:**

Lorna Thomson  
Contra Costa County Community Development Department  
651 Pine Street, North Wing - Fourth Floor  
Martinez, CA 94553

### **Questions?**

For any questions regarding the ordinance requirements, requesting assistance with achieving diversion, or if you would like copies of any materials mentioned above, please contact:

Lorna Thomson  
Phone: (925) 335-1231  
Fax: (925) 335-1299  
Email: [lthom@cd.cccounty.us](mailto:lthom@cd.cccounty.us)  
Website: [www.ccrecycle.org/debris](http://www.ccrecycle.org/debris)