



**CONSTRUCTION AND DEMOLITION  
WASTE RECYCLING AND DISPOSAL  
REPORT SUMMARY**

Please complete the following form for construction and demolition materials produced as a result of work performed in the City of San Bernardino. The City of San Bernardino Integrated Waste Management Department will provide assistance to applicants in developing and implementing a Waste Reduction and Recycling Summary. Should you have any questions regarding this form, or the C&D Waste Recycling Program, please call the City of San Bernardino at (909) 384-5353.

**1. Project & Applicant Info.**

Owner's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

Building Permit Number: \_\_\_\_\_ Owner Telephone \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Contact Name: \_\_\_\_\_

Contractor Telephone: \_\_\_\_\_

Approximate Value of Project: \_\_\_\_\_

Demolition Dates: Start \_\_\_\_\_ End \_\_\_\_\_

Construction Dates: Start \_\_\_\_\_ End \_\_\_\_\_

**2. Material Handling Summary**

Please briefly state below how waste materials were handled at your job site to ensure salvage/reuse or recycling and got to #3 on this form.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3. Material Handling Summary**

Please complete the worksheet on page 6 that will help identify the types of materials, quantities, and how the waste material were reduced, recycled or disposed at your project site. For this summary report, use the actual quantities, based on weight tags, gate receipts, or other documentation. Material quantities should be calculated in tons and use the attached Materials Conversion Worksheet for conversion factors. Fill in the diversion percentage calculated in Section F on page 6 on line 3a below.

**3a.** Diversion Percentage Actual from Section F. on (pg. 6): \_\_\_\_\_%

**3b.** Is the percentage listed in 4a above greater than or equal to 50%?  YES  NO

**3c.** If NO, explain why:

\_\_\_\_\_

REPORT SUMMARY

Project # \_\_\_\_\_

**4. Verification**

- 4a. Attach weight slips or other records of measurement from recycling companies that show actual tonnage of diverted materials if the City of San Bernardino was **not** used to handle your project's C&D waste.
- 4b. If you fail to submit the documentation required by Section 8.24.5.080 of the Municipal Code within the required time period, sixty (60) days, the Security Deposit shall be forfeited to the City.
- 4c. "To the best of my knowledge, the reported tonnage and diversion percentage are an accurate representation of the disposition of the construction and demolition materials generated and diverted from this project site. I understand the City may audit disposal and recycling documentation related to this survey."

Print  
Name \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**5. Note: Deposit can only be refunded to the original payer.**

**Applicant Name** \_\_\_\_\_

**Applicant Address** \_\_\_\_\_

**Applicant Telephone** \_\_\_\_\_

<b>**FOR CITY USE ONLY**</b>	
Report Summary Approval Status: <input type="checkbox"/> Approved <input type="checkbox"/> Good Faith <input type="checkbox"/> Further explanation needed (see attached) <input type="checkbox"/> Denied	Security Deposit: <input type="checkbox"/> Full Refund <input type="checkbox"/> No Refund <input type="checkbox"/> Partial Refund: Amount \$ _____
Comments: _____ _____ _____	
Reviewed By: _____ Signature: _____	
Date: _____	

**REPORT SUMMARY**

Project # \_\_\_\_\_

**Material Handling Summary Worksheet**

**Column A:** List Actual Quantities of waste for each material type (in tons). To convert yards to tons, use the attached Materials Conversion Worksheet

**Columns B, C, D:** List actual quantities reused, recycled, or disposed based on Column A quantities.

**Column E:** State the name of all vendors or facilities used to reuse, recycle or dispose of materials listed. See example below for cases where more than on facility was used for a particular material type.

**Column Totals:** Add up all material quantities for each column.

**Row F.** Calculate the actual diversion percentage in the section at the bottom of this worksheet and enter the percentage on page 5, line 3a, of the Plan.

Attach another Worksheet to this one if you need more room.

Materials	A Total Quantity Discarded	B Salvage or Reuse	C Recycling	D Disposal (Landfill)	E Proposed Destination(s)
Example: Cardboard	2 tons		1.5	0.5	(Recycle) Burbank Recycling Facility (Disposal) Colton Landfill
Asphalt & Concrete					
Brick / Masonry / Tile					
Cardboard					
Wood					
Metals					
Landscape Debris (do not include dirt)					
Dirt			X		
Garbage/Trash		X	X		
Other					
Other					
<b>Column Totals</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>X</b>

**F. Diversion Percentages Estimate:**

Column Totals B \_\_\_\_\_ + C \_\_\_\_\_ = \_\_\_\_\_ / A \_\_\_\_\_ = \_\_\_\_\_ X 100% = \_\_\_\_\_ %  
 (Transfer % amount to 4a on page 2)

WASTE PLAN

Project # \_\_\_\_\_