

## Building Division Procedure

### Construction Demolition and Recycling Plan Required

Code Section: 1997 Uniform Administrative Code, Section 302.3

"Plans and specifications shall be drawn to scale on substantial paper or cloth and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules and regulations."

**Findings:** AB939 requires all cities to meet 50% divergence of its solid waste. The City of Belmont has passed Resolution 8860 approving a Construction and Demolition Recycling Program.

**Solution:** To obtain a demolition permit the applicant must submit to the Building Division significant information for department personnel to determine whether the requirements of AB939 are being met. The construction and demolition plans shall include, but not be limited to, the following:

- 1) Three sets of plans drawn to scale on minimum 11" x 17" paper
- 2) A plot plan scaled at 1/8" = 1'
- 3) Provide a statement on the plans: "Applicant shall make a good faith effort to recycle any and all construction and demolition materials."
- 4) The applicant shall agree to provide a list of construction and demolition recycling service providers to all contractors and subcontractors charged with construction and/or demolition and request that they investigate recycling opportunities.
- 5) Materials shall be separated per the requirements of the local recycling agencies.
- 6) Debris boxes shall be provided, and their proposed locations identified on the plot plan, for the following materials:
  - a) Wood
  - b) Concrete
  - c) Metals
  - d) Bricks
  - e) Pavers
  - f) Asphalt
  - g) Landscape materials (can be chipped and mulched on site)
  - h) Any other materials that can be recycled and for which there is a recycling means
- 7) Recycling bins shall be provided, and their proposed locations identified on the plan, for paper, plastic and glass.
- 8) The applicant and/or other responsible parties shall perform recycling monitoring.
- 9) Recycling receipts shall be kept and a log of all receipts shall be maintained.
- 10) A copy the log and of all receipts shall be provided to the Building Division prior to a call for final.
- 11) Debris fencing shall be provided, the site shall be kept clean and maintained and all debris shall be collected and controlled until the final Building Permit has been signed-off.

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