



TOWN OF ATHERTON Construction and Demolition Recycling Criteria

The Integrated Waste Management Act of 1989 requires all cities in the State of California to reduce their landfill diversion by 50% by the year 2000. In order to meet the goal of 50% reduction in landfill diversion, the Town of Atherton has adopted Ordinance No. 506.

This ordinance requires that at least 60% of the waste tonnage from any Demolition project, or the scrap and debris from New Construction be recycled and/or reused. Projects that consist of [only] interior remodeling and the re-roofing of structures will require you to recycle a minimum of 50% of waste tonnage. The Town requires that separate forms are to be completed for projects where both Demolition and Construction are to occur.

Prior to the issuance of any permits for work on Covered Projects the applicant shall complete a "Recycling and Waste Reduction Form." Covered Projects are defined as any project that has an estimated cost above fifty thousand dollars (\$50,000.00) or will generate more than ten (10) tons of construction or demolition debris.

A site visit may be made by Town Staff to estimate the total waste tonnage to be generated by a Demolition project. The applicant shall post a deposit at the rate of \$50.00 per ton of waste to be recycled and/or reused. The minimum deposit for all covered projects shall be \$1,000.00 with the exception of Re-roofing projects, which are subject to a minimum \$500.00 deposit. At completion of the project, documentation – satisfactory to the Town, shall be provided to demonstrate the total tonnage of waste recycled and/or reused.

It is the contractor's responsibility to demonstrate they have recycled the calculated amount of the waste generated. If it has been satisfactorily demonstrated that the calculated amount of the waste has been recycled and/or reused, the full amount of the deposit will be refunded. If less than the calculated amount of the total waste is recycled and/or reused the Town of Atherton will retain \$50.00 for each ton not recycled and/or reused. The monies that the Town of Atherton retains will be deposited into an account that will be used to meet the objectives of Ordinance No. 506.

For example: if it is estimated that an Interior Remodel project will generate 40 tons of waste, the contractor will be required to recycle at least 20 tons of waste material. The deposit, equal to the amount of \$50.00 x 20 tons would be \$1,000.00. If the contractor documented that only 15 tons were actually recycled the Town of Atherton would retain the difference (5 tons x \$50.00 ton) or \$ 250.00. The contractor would be returned only \$750.00 of their deposit)

One recycling method that seems to give the most benefit to everyone is to retain the services of a "Deconstruction Contractor." A Deconstruction Contractor will typically go through a house to be demolished and remove all items with a resale value. These items may include; hardwood flooring, cabinetry, windows, sinks and vanities, countertops, large timbers, etc. these Deconstruction Contractors usually do not charge any fees to "deconstruct" a house. And, as an added incentive, the owner typically gets a tax benefit by being able to write-off the sale price of the items removed from the house. See the attached list of deconstruction businesses.

In addition to deconstruction, it will most likely be necessary to haul waste material to an offsite location. There are a few landfills that can recycle construction materials. Two such examples would be Bell Marine in Redwood City, which recycles concrete and asphalt, and Zanker Road Landfill in San Jose, which recycles approximately 90-95% of the material, brought to them.

Please ensure that your workers understand that some facilities require that you declare that the debris you are delivering to them is for recycling. Receipts that do not clearly indicate the materials have been diverted to Recycling, and are marked only as refuse or garbage will not be accepted as adequate documentation.

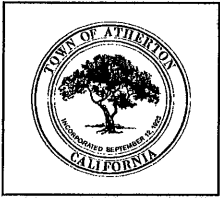
If the facility has the ability to *weigh* the amount of material please obtain those receipts. Each truckload should be weighed and given a receipt for documentation. Retain these receipts, as they are required for documentation when you submit for a deposit refund!

Separating into clean loads those materials that cannot be salvaged will facilitate their recycling, and is strongly encouraged. For example, the on-site separation of scrap wood during new construction should be undertaken where feasible, particularly where it represents a large portion of materials generated. Be sure to label your containers and educate your sub-contractors to ensure clean source-separated loads. General contractors should consider inserting recycling language into their contracts. Facilities generally accept source-separated materials at a lower fee than mixed debris. Additionally, if you use a debris box you should ensure that your debris box service provider hauls your mixed debris to an approved facility.

It is the contractor's responsibility to provide the Town with documentation demonstrating that the required minimum of generated materials has been adequately recycled. For deconstruction and salvaging, have your service provider write a brief letter or complete the attached Salvage Inventory Sheet, outlining the types and quantities of materials salvaged. For the disposal of source separated or mixed debris - contractors shall provide official weight tickets on facility letterhead showing the date, source (project address), amount and type of materials disposed. The contractor shall include the weight tickets with a completed Diversion Summary Form.

Requests for refunds shall be submitted at the time of the Final Inspection for the project. In the case of a Demolition project, the contractor should submit all documents prior to any new construction occurring at the site.

Please follow the directions on the forms to ensure prompt processing and refunding of any deposits. Failure to submit acceptable documentation may result in less than a full deposit being returned to you.



TOWN OF ATHERTON
Demolition Projects
Recycling and Waste Calculation Form

This form is required to be completed for all Demolition projects. Please submit this form with your permit application, and COP Plan – if applicable. Complete this form for waste materials to be generated by your project. At completion of the project you shall submit a completed Diversion Summary Sheet and provide copies of receipts from recycling facilities, reuse companies and/or landfills. Failure to provide satisfactory documentation may result in forfeiture of any deposits placed with the Town of Atherton.

Project Address: _____

Applicant Name/Address: _____

Material	Quantity		Units		Subtotal
Demolition (typ)	_____ sqft.	X	20 lb./sqft.	=	_____ lbs.
Demolition w/Tile Roof	_____ sqft.	X	27 lb./sqft.	=	_____ lbs.
Asphalt	_____ sqft.	X	35lb./sqft.	=	_____ lbs.
Concrete Slab	_____ sqft.	X	40lb./sqft.	=	_____ lbs.
Brick & Masonry	_____ sqft.	X	35lb./sqft.	=	_____ lbs.
Spread Footings	_____ lin.ft.	X	150lb./linft.	=	_____ lbs.
				Total Weight	= _____ lbs.

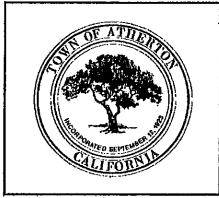
Minimum Deposit of \$1,000.00 for all demolition projects

office use only

_____ Total lbs. divided by 2,000 = _____ Tons

_____ Tons X .60 (60%) = _____ X \$50.00/Ton = \$ _____ Deposit

Receipt No. _____ Date of Deposit _____ Reviewed by: _____



TOWN OF ATHERTON
Construction and Re-Roof Projects
Recycling and Waste Calculation Form

This form is required to be completed for all Construction and Re-roof projects. Please submit this form with your permit application, and COP Plan – if applicable. Complete this form for waste materials to be generated by your project. At completion of the project you shall submit a completed Diversion Summary Sheet and provide copies of receipts from recycling facilities, reuse companies and/or landfills. Failure to provide satisfactory documentation may result in forfeiture of any deposits placed with the Town of Atherton.

Project Address: _____

Applicant Name/Address: _____

<u>Material</u>	<u>Quantity</u>		<u>Units</u>		<u>Subtotal</u>
<u>New Construction</u>	_____ sqft.	X	4 lb./sqft.	=	_____ lbs.
<u>Add/Alteration</u>	_____ sqft.	X	4 lb./sqft.	=	_____ lbs.
 <u>Re-Roof</u>					
Wood Shingles	_____ sqft.	X	4lb./sqft.	=	_____ lbs.
Asphalt Shingles	_____ sqft.	X	3lb./sqft.	=	_____ lbs.
Clay/Tile	_____ sqft.	X	10lb./sqft.	=	_____ lbs.
			Total Weight	=	_____ lbs.

Minimum Deposits of \$1,000.00 for all New Construction or Alteration/Addition - \$500.00 for re-roofing

office use only

New Construction

_____ Total lbs. divided by 2,000 = _____ Tons

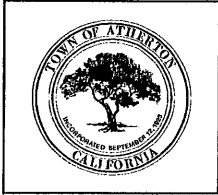
_____ Tons X .60 (60%) = _____ X \$50.00/Ton = \$ _____ Deposit

Alt/Add and Re-Roofs

_____ Total lbs. divided by 2,000 = _____ Tons

_____ Tons X .50 (50%) = _____ X \$50.00/Ton = \$ _____ Deposit

Receipt No. _____ Date of Deposit _____ Reviewed by: _____



Town of Atherton
Construction and Demolition Recycling
Diversion Summary Sheet

Project Address _____

Date _____ Permit No. _____

Prepared By _____

Company Name _____

List All Recycling Facilities, Transfer Stations and Landfills that received materials:

Facility Reference	Name, Address
A	
B	
C	
D	
E	
F	

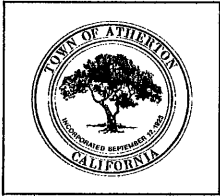
Summarize Disposal Below. Attach Weight Tickets organized by material category.

Materials Disposed	Quantity		Facility See above	Recycled Y or N
	Tons	Cu. Yards		
Mixed Materials				
Mixed Debris				
Mixed Inerts				
Separated Materials				
Asphalt				
Brick				
Concrete				
Dirt/Clean Fill				
Lumber/Wood				
Roofing Materials				
Scrap Metals				
Trees/Vegetation				
Other Materials (List)				

Was a Salvage Inventory Sheet or Letter Summarizing materials salvaged submitted or attached ?

Total Tons Recycled: _____

Yes _____ No _____



TOWN OF ATHERTON Waste Reduction Plan Waiver

The Town of Atherton passed Ordinance Number 506, requiring all construction, demolition and landscape projects to reuse and/or recycle all waste generated. Your project has been determined to qualify for a waiver due to the valuation being less than \$50,000.00, generating less than 10 tons of debris, or as determined by the Building Official.

However, as a condition of this waiver, the Town requires that you agree to maximize reuse and/or recycling of waste material generated by your project by performing the following:

Small Construction and Demolition Project:

- I agree to salvage reusable materials to the maximum extent possible, and;
- I agree to separate non-salvageable materials into clean, consistent loads for recycling where feasible, particularly if I am generating a proportionately large amount of particular material. (eg; scrap wood or green waste.)

Pool, Excavation and other Projects generating Primarily Inert Materials:

- I agree to keep dirt, concrete, and asphalt free of vegetation and other contaminants, and to deliver them to a facility that specializes in the recycling of inert materials (see attached list)

Landscape Project:

- I agree to keep vegetation segregated and free of contaminants such as plastic, rock, excessive dirt, etc. and deliver it to a facility that specializes in recycling green waste (see attached list)

Additionally, I agree to take any mixed debris to a facility that can process it for recycling.

"I have read and understand the above points and agree to reuse and recycle waste materials on my project to the maximum extent possible."

Contractor Signature

Date

Contractor/Company Name

Project Address

OFFICE USE ONLY

Approved by

Date

Permit No.