

**City of Millbrae
Public Works Department**

**GENERAL CONDITIONS OF APPROVAL FOR CONSTRUCTION AND DEMOLITION
PROJECTS**

Design

- Building materials and components containing recycled material shall be incorporated and used in the design of the project to the maximum extent possible.
- All plans and drawings for new commercial construction, new construction of apartment buildings with five units or more, or renovation of commercial and apartment complexes that involve at least 30% of the total square footage of the building are subject to the City's space allocation requirements. These requirements are that all plans and drawings include sufficient and accessible space and signage for storage and collection of recyclables and shall include notations indicating use of the space (e.g. containers, baler). For additional information regarding appropriate sizing of space for recycling use, contact the City's Recycling Coordinator at 259-2444.

Construction and/or Demolition

- The City of Millbrae conducts recycling programs in compliance with State law AB939, which require all California cities to reduce the amount of garbage placed in landfills by 50% by the end of the year 2000 and to maintain this level thereafter. Therefore the applicant and contractor(s) shall maximize the reuse and recycling of construction and demolition waste materials to the greatest extent possible.

The City of Millbrae has prepared literature, including the "Construction Site Recycling & Reuse Guide," and offers technical assistance to aid in the reuse and recycling of materials from construction and demolition projects, including information on recycling service companies. For more information, please contact the City's Recycling Coordinator at 259-2444.

Specifically, the following measures shall be implemented:

1. Applicant and contractor(s), including subcontractors shall specifically investigate opportunities to salvage materials for reuse prior to the start of demolition or remodeling activities using the City's Guide and will provide sufficient lead time in the demolition or remodeling schedule for the salvage activities to take place.
2. All written bids for construction and/or demolition services for the project (including subcontractors) shall indicate the City's goal to maximize the reuse and recycling of construction and demolition waste materials from the project.
3. Applicant shall prepare and submit for approval a Solid Waste Management Plan that details the anticipated reuse, recycling, and disposal of materials from the project (See Attachment A). The Plan shall be in accordance with guidelines and forms provided by the City and shall be submitted to and approved by the City's Recycling Coordinator prior to the approval of a building permit. At minimum, the Plan shall estimate the total waste to be generated by the project and shall describe the methods and facilities to be used for reuse, recycling, and

disposal of these materials. In addition to describing the recycling of construction and demolition waste, the solid waste management plan must either include salvaging of materials for reuse, with sufficient lead time provided for this activity prior to any full or partial demolition, or a clear explanation of why salvaging is not feasible for this project.

Applicant shall achieve and document a recycling rate of at least 50% of all waste generated for the project by weight, with at least 25% achieved through reuse and recycling of materials other than source separated dirt, concrete and asphalt.

4. Applicant shall submit monthly Recycling and Reuse Reports and one final Report on disposal and reuse and recycling activities in a format and schedule provided by the City (See Attachment B). The reports shall detail recycling rates and activities and summarize all tonnages disposed, reused, and recycled, and shall include receipt documentation from disposal, reuse and recycling facilities. If a facility is used that sorts mixed C&D loads for recycling, the receipt must identify the load as construction and demolition debris and that the load will be sorted for recycling, and include the total weight of the load. These reports shall be submitted to and reviewed and approved by the City's Recycling Coordinator prior to final project approval. If there are questions about a facility's mixed waste recycling activities, contact the City's Recycling Coordinator.

Notes:

Solid waste and recycling services in the City of Millbrae are under an exclusive franchise contract to South San Francisco Scavenger Company. There are only two exceptions to this exclusive franchise contract: 1. Only South San Francisco Scavenger Company can be paid for reuse and recycling collection services; however, if reuse and recycling collection services are offered for free or if customers are paid for recyclables then any company may be used for the collection of reusable and recyclable materials; and 2. Contractors and subcontractors are allowed to self-haul their own garbage and recyclables ("self-haul" means hauling done by a company in their own truck and with their own employees, and which is incidental to their primary business function (e.g., roofer, plumber, etc)).

South San Francisco Scavenger Company can recycle mixed construction and demolition loads from their debris boxes. If a total of 50% cannot be achieved from debris box sorting at Scavenger's facility, other reuse and recycling activities must take place in addition to meet the 50% recycling requirement.

**City of Millbrae
Solid Waste Management Plan**

Estimation of Amounts That Will Be Reused, Recycled, and Disposed

Types of Reuse/Recycling/Disposal Activities (please indicate by number in the table below):

1. Recycling of source separated materials at a recycling facility.
2. On-site concrete and asphalt crushing for use on-site (counts as recycling).
3. Recycling of mixed debris.
4. Recycling of material as landfill alternative daily cover.
5. Reuse of salvageable items.
6. Delivery of dirt or mixed inerts to an inert landfill or other fill use.
7. Disposal at a landfill or transfer station.
8. Other (please describe): _____

Type of Material	Type of Activity (Use code number from above)	Quantities (In Tons)*	Total Recycled (In Tons)*	Total Disposed (In Tons)*	Facility Used (Where material will be taken- please list <i>names</i> of recycling facilities, transfer stations, landfills, etc.)	Method of Transport (Self Haul or Debris Box?)
Mixed Materials						
Mixed Structural C&D Materials						
Mixed Inerts						
Separated Materials						
Asphalt						
Brick						
Concrete						
Dirt/Clean Fill						
Lumber						
Roofing Materials						
Metals						
Yard Trimmings						
Sheetrock						
Salvaged Items (e.g., fixtures, lumber, etc.)**						
Other Materials (list)***						
Totals:						

*See Conversion Table attachment to convert cubic yards to tons. Use conversions if scales are not available at the identified facility.

** Estimate in pounds where necessary and convert to partial tons (see Conversion Tables and Form attachment).

*** e.g., carpet, carpet padding, ceiling tiles, etc.

Total Estimated Tons Disposed and Recycled: _____

Estimated Recycling Rate: _____ %

(Tons recycled divided by total tons disposed and recycled, then convert to a percentage)

Important: You must submit facility receipts/documentation with your monthly reports.

**City of Millbrae
C&D RECYCLING AND REUSE REPORT**

Project Address _____ Date _____

Prepared by (Print) _____ Phone _____

Reporting Period _____ to _____ (i.e., July 1, 2001 to July 31, 2001)

Total Amounts Reused, Recycled, and Disposed

Types of Reuse/Recycling/Disposal Activities (please indicate by number in the table below):

1. Recycling of source separated materials at a recycling facility.
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3. Recycling of mixed debris.
4. Recycling of material as landfill alternative daily cover.
5. Reuse of salvageable items.
6. Delivery of dirt or mixed inerts to an inert landfill or other fill use.
7. Disposal at a landfill or transfer station.
8. Other (please describe): _____

Type of Material	Type of Activity (Use code number from above)	Quantities (In Tons)*	Total Recycled (In Tons)*	Total Disposed (In Tons)*	Facility Used (Where material was taken- please list <i>names</i> of recycling facilities, transfer stations, landfills, etc.)	Method of Transport (Self Haul or Debris Box?)
Mixed Materials						
Mixed Structural C&D Materials						
Mixed Inerts						
Separated Materials						
Asphalt						
Brick						
Concrete						
Dirt/Clean Fill						
Lumber						
Roofing Materials						
Metals						
Yard Trimmings						
Sheetrock						
Salvaged Items (e.g., fixtures, lumber, etc.)**						
Other Materials (list)***						
Totals:						

*See Conversion Table on back to convert cubic yards to tons. Use only if weight is not available!

** Estimate in pounds where necessary and convert to partial tons (see Conversion Tables on other side).

*** e.g., carpet, carpet padding, ceiling tiles, etc.

Total Tons Disposed and Recycled: _____

Recycling Rate: _____ %

(Tons recycled divided by total tons disposed and recycled, then convert to a percentage)

Important: You must submit facility receipts/documentation with this report, organized by material type and in date order.

Construction and Demolition Recycling and Reuse Report

CONVERSION TABLES

✓	CHECK EACH CONVERSION BEING USED			
	Mixed Structural C&D Materials	1 Cubic Yard	=	500 Pounds
	Mixed Inerts	1 Cubic Yard	=	1 Ton
	Dirt, Brick, Concrete, Asphalt (separated from other materials)	1 Cubic Yard	=	1 Ton
	Loose Lumber	1 Cubic Yard	=	150 Pounds
	Asphalt Shingle Roofing	1 Cubic Yard	=	419 Pounds
	Asphalt/Tar Roofing	1 Cubic Yard	=	2,919 Pounds
	Wood Shake Shingle Roofing	1 Cubic Yard	=	435 Pounds
	Metals	1 Cubic Yard	=	906 Pounds
	Yard Trimmings	1 Cubic Yard	=	108 Pounds
	Sheetrock	1 Cubic Yard	=	394 Pounds

SALVAGED ITEMS

SALVAGED ITEMS	ESTIMATED POUNDS	÷ 2000	=	TONS
i.e., Cabinets	100	÷ 2000	=	.05
		÷ 2000	=	
		÷ 2000	=	
		÷ 2000	=	
		÷ 2000	=	
		÷ 2000	=	
TOTAL ESTIMATED TONS SALVAGED			=	

Note

With the exception of salvaged items, conversions should only be used if a facility does not have scales or if the load is so small that the facility charges a flat rate instead of weighing it.

If you believe you have justification for using a different conversion than above, please explain below.
