



CITY OF ONTARIO INTEGRATED WASTE DIVISION
CONSTRUCTION & DEMOLITION RECYCLING PLAN (CDRP)

The Ontario Municipal Ordinance (OMC) Sec. 6-3.602 Construction & Demolition Recycling Plan and the 2022 California Green Building Standards Code (CALGreen) require all building and demolition permit applicants to submit a Construction & Demolition Recycling Plan (CDRP) **and** Construction & Demolition Recycling Plan (CDRP) Final Compliance Report.

OMC Sec. 6-3.602 and CALGreen require all construction and demolition projects to divert at least sixty-five percent (65%) of all generated waste materials.

This packet will assist you in preparing your CDRP and CDRP Final Compliance Report that identifies materials diverted from landfills and reports a calculated diversion percentage. Technical assistance with completing the forms is available by calling (909) 395-2040.

The following construction and demolition projects in the City of Ontario required a CDRP:

- The construction or demo of any structure.
- Alterations or additions of non-residential structures or additions that are 1,000 or greater
- Alterations or additions of residential structures that increase area, volume, or size

Applicants **MUST** submit a **CDRP Form, Final Compliance Report**, and, if applicable, **Special Wastes Compliance Form, with supporting documentation** electronically to CDRP@ontarioca.gov or mail completed forms to:

Attn: Environmental Division

To: Public Works – Integrated Waste Department
1425 South Bon View Avenue, Ontario, CA 91761

PRIOR TO CONSTRUCTION & DEMOLITION:

Complete Construction & Demolition Recycling Plan (CDRP)

An applicant for a building or demolition permit is required to prepare and submit an accurate and complete CDRP. **Approval** from the Integrated Waste Department of CDRP for each project is a **condition for obtaining a building or demolition permit [Sec. 6-3.602 (e)]**. In the CDRP, the owner, general contractor, subcontractor, or developer shall estimate the amount of construction waste they expect to generate during the construction and/or demolition project.

Materials targeted for recycling include wood, rock, soil, green waste, asphalt, brick, concrete, cardboard, paper, ceiling tile, ceramic tile, gypsum drywall, metal, plastic, and carpet. The CDRP requires diverting at least sixty-five percent (65%) of the total debris generated by the project to reuse or recycle.

Construction and Demolition projects are **required** to use City of Ontario hauling service. **Applicant shall comply with the OMC Sec. 6-3.602. Failure to comply with the OMC Sec. 6-3.602 could result in penalties.** Please call Customer Service at (909) 395-2050 to set this up. Please confirm that the roll-off is for the collection of construction and demolition materials to ensure that the material is being diverted properly. Self-hauling with company-owned equipment (trucks and containers) is allowed; please keep all weight receipts issued by any recycling facility or landfill and maintain records or logs of the volume and weight of materials recycled and reused on the job site.

CDRP Planning Components

Maximizing the recovery of construction and demolition debris depends on many factors such as project type and phase, available space for sorting and storage, cost-effectiveness and time allowed for project. Here are some topics to consider when creating and implementing your CDRP.

Project Type & Phase: Demolition projects produce much more debris than renovation or new construction for similar-sized projects. Wood is a primary component of most residential structures, whereas steel and concrete are often a primary component of commercial structures. Packaging material can often be a significant portion of the debris produced during renovation and new construction projects. The type of project can dictate the type of waste generated. Different phases/stages of the project may also determine the type of waste and help plan accordingly with the services requested from phase to phase to maximize diversion efforts and cost.

Space on Building Site: Debris recovery maximization is often easiest if the building site is spacious enough to allow on-site sorting. Having separate containers for each type of material can reduce contamination and increase value. The City of Ontario Integrated Waste provides mixed C&D roll-offs with a diversion rate of at least seventy-five percent (75%); however, LEED projects or company policy may require projects to have a higher diversion rate, in which case source separation on site is an option.

Cost Effectiveness: Recycling and reuse are the most cost-effective ways to handle waste. The City of Ontario C&D recycling services are cheaper than trash disposal. Self-hauling material to a recycling facility could potentially save more. Many materials can be salvaged from demolition and renovation sites and sold, donated, stored for later use, or reused on the current project. Several local facilities buy and/or accept donations of used building materials. Organizations that have space may consider storing high-value material for later projects.

Typical materials recycled from building sites include metal, lumber, asphalt, concrete, roofing materials, plastic, conduit, corrugated cardboard, and drywall (gypsum or wallboard). Typical materials suitable for reuse include plumbing fixtures, doors, cabinets, windows, carpeting, bricks, light fixtures, ceiling and floor tiles, wood, HVAC equipment, and decorative items.

Waste Reduction Methods: One way to maximize recovery and increase diversion rate is to avoid the generation of waste in the first place through waste reduction methods. Waste reduction methods can not only help meet state and local compliance requirements but also help the company save money. Waste reduction methods vary but for construction and demolition companies generally include accurate material ordering, careful material handling and storage, prefabrication, or standardized sizes.

Special Materials Handling: Construction and demolition projects may generate other types of waste that need to be diverted separately, as they cannot go into the general recycling or trash waste streams. These consist of universal wastes (i.e., batteries, electronic devices, mercury-containing equipment, fluorescent lamps, cathode ray tube glass, and aerosol cans) and hazardous waste (paints and paint thinners, cleaners, chemical drain cleaners, pool chemicals, pesticides, fertilizers, or other chemical landscaping care products). If these types of waste are generated on-site, please contact San Bernardino County at (909) 382-5401 to determine how to properly handle special wastes and complete the Special Wastes Compliance Form.

DURING CONSTRUCTION & DEMOLITION

Divert at least 65% of construction and demolition debris generated

Every owner, general contractor, subcontractor, and developer is responsible for diverting at least sixty-five percent (65%) of the generated construction and demolition debris from qualifying projects to reuse or recycle. Materials diverted before demolition and during and after construction are equally eligible for diversion.

“Diversion” means reducing the amount of waste disposed at landfills by any of the following methods:

- Use of new construction methods that reduce the amount of waste generated.
- Onsite reuse of waste materials.
- On-site separation of materials and the delivery of recyclables to a recycling processing facility.

Construction and demolition projects are **required** to use City of Ontario hauling service. Please call Customer Service at (909) 395-2050 to set up service. Please ensure the material is being diverted with a C&D-coded roll-off. Self-hauling with company owned equipment (trucks and containers) is allowed, please keep all weight receipts issued by any recycling facility or landfill and maintain records of the volume and weight of materials reused on the job site.

The City may monitor and evaluate each onsite construction and demolition project to follow progress toward the diversion requirement. All waste diversion methods are subject to restrictions and documentation requirements as set forth in the Ontario Municipal Code and CalGreen regulations.

PROJECT COMPLETION

Complete Construction & Demolition Recycling Plan (CDRP) Final Compliance Report

Upon project completion, the applicant **MUST** submit via email to CDRP@ontarioca.gov, via mail to the Integrated Waste Department, an accurate and fully complete CDRP Final Compliance Report. **Approval** from the Integrated Waste Department of **CDRP Final Compliance Report** for each project or up to 10 projects on the same City Service Account **is a prerequisite for obtaining a certificate of occupancy [Sec. 6-3.602 (f)]**. On the CDRP Final Compliance Report, the owner, general contractor, subcontractor, or developer shall submit documentation (original receipts or waste tags) demonstrating compliance with the requirement to divert a minimum of sixty five percent (65%) of the total construction and demolition debris generated by the project. The CDRP Final Compliance Report options include:

Option 1- City Services. If City service was used, confirm the City account number, start and end date for the account, and start and end date for the project. Weight tickets are not required.

Option 2- Self Hauling. If self-hauling was used in whole or partially, provide a summarized report of the material type and weight diverted and disposed of. **Attach copies of original receipts, weight tickets** and other records of measurement from recycling facilities, salvage companies, deconstruction contractors, waste haulers, processors, transfer stations, and landfills, are required prior to obtaining certificate of occupancy. Save all documentation. To assist you in completing the required CDRP and Final Compliance Report, contact a representative of the Integrated Waste Department at (909) 395-2040 or email CDRP@ontarioca.gov.

CDRP FREQUENTLY ASKED QUESTIONS

What is the Construction & Demolition Recycling Plan (CDRP)? The Construction & Demolition Recycling Plan will document how an owner, general contractor, subcontractor, or developer will comply with the 65% diversion requirement for generated waste materials. This program is mandated by Ontario Municipal Code Sec. 6-3.602 and the 2022 California Green Building Standards Code (CalGreen).

Will it delay the start of my project? Generally, it will not cause a delay. Forms are available online at <https://www.ontarioca.gov/OMUC/Recycling> and at the time you apply for your building or demolition permits. However, if you do not submit a fully completed CDRP, you may be delayed in receiving your building or demolition permit.

Will there be additional permitting costs or assessment fees? No. There are no additional fees or assessments associated with this program.

Can someone help me with the forms? Yes, the City has experts available to help with completing the forms. In addition, the City, as the primary hauler, will assist you in completing your reporting requirements. Electronic version of the forms are available online. For assistance completing either form or general questions, please call (909) 395-2040 or email CDRP@ontarioca.gov.

Will my costs increase? Not necessarily. The city charges for a refuse roll-off at \$243.28 per collection and \$243.28 per collection on a C&D roll-off. Disposal will be added after the container is serviced. For pricing questions, please contact Customer Service at 909-395-2050.

How important is it to keep materials separated on the job site? A small amount of contaminating materials in a bin designated for recyclable C&D materials can make the entire bin unacceptable for recycling, thus increasing the cost for disposal.

Where can I find a copy of the codes? The Ontario Municipal Code can be found at https://codelibrary.amlegal.com/codes/ontarioca/latest/ontario_ca. The latest version of the 2022 California Green Building Standards Code (CalGreen) can be found at, <https://www.hcd.ca.gov/building-standards/calgreen/index.shtml>. Additional information about CalGreen is available on the International Code Council (ICC) website www.iccsafe.org. CalGreen is part 11 of Title 24 of the California Code of Regulations.

Where do I submit the completed CDRP Form and the completed CDRP Final Compliance Report? Submit by email to CDRP@ontarioca.gov or by mail to:

Attn: Environmental Division
To: Public Works – Integrated Waste Department
1425 South Bon View Avenue, Ontario, CA 91761

**CITY OF ONTARIO
CONSTRUCTION & DEMOLITION RECYCLING PLAN (CDRP)**



The City of Ontario adopted 2022 Green Building Standard Codes (CALGreen) which set forth recycling requirements for construction and demolition (C&D) projects to divert, salvage or reuse a minimum of 65% of the non-hazardous construction and demolition project waste. As per Ontario Municipal Code Section 6-3.602, an approved CDRP from the Integrated Waste Department is required for the construction of any structure, alterations to nonresidential and residential alterations that increase size before issuing a building or demolition permit. Please submit CDRP to CDRP@ontarioca.gov. For questions, please call (909) 395-2040.

1. General Information

Project Name: _____ Project Address: _____
 Project Manager: _____ Company Name: _____
 Company Mailing Address: _____ Permit #: _____
 Phone: _____ Email: _____
 Project Start Date: _____ Project Completion Date: _____
 Project type: New Construction Renovation Demolition Other: _____
 Square Footage: _____ Construction Value: \$ _____

2. Waste Reduction Methods

Please indicate how the amount of waste on site will be reduced or minimized:

- Efficient Design (building material dimensions designed to available material or standard size)
- Careful and accurate material ordering Panelized or prefabricated construction
- Deconstruction and reuse or storage Other: _____

3. Estimated Material Tonnage

Please estimate the amount of material generated from the project in Column C. From that, determine how much will be diverted (recycled or reused) and disposed of in Columns A and B.

	Estimated Material Tonnage	Asphalt/ Concrete	Brick/ Masonry	Carpet/Pads	Ceiling Tile	Glass	Green Waste	Gypsum/Drywall	Metal	Plastics	Wood/ Pallets	Electrical	Refuse/ Trash	Rocks/ Soil	Cardboard	Roofing	Ceramic	Other: _____	Other: _____	Other: _____	Totals:	
A	Diverted																					
B	Disposed																					
C	Generated																					

4. Estimated Diversion Rate

Total tonnage Diverted (A) _____ / Total tonnage Generated (C) _____ = Diversion % _____

5. Special Waste:

- I will generate Universal Waste I will generate Hazardous Waste I will not generate either

Please indicate if universal and/ or hazardous wastes will be generated. Universal waste may include appliances, electronic devices, batteries, fluorescent lamps, cathode ray tubes/glass, non-empty aerosol cans, and mercury-containing equipment. Hazardous waste includes paints, paint thinners, chemical cleaners, and landscaping products. Generators submit Special Wastes Compliance Form.

6. Recycling and Diversion Options

Option 1: Use Roll-off Bins Provided by the City.

C&D materials generated on site will be: Mixed/ Commingled Separated on Site

Please call Customer Service at (909) 395- 2050 to set up service. Request C&D roll-off to receive diversion credits. City customers do not need to submit weight tickets but are required to submit a Final Compliance Report. Average diversion for C&D accounts is 77%. Weight tickets can be purchased by calling Customer Service. Roll-offs are required to be serviced every two (2) weeks.

Customer Number: _____ Account Number: _____

Please initial below that you have read and understood the following terms and conditions:

_____ Project Managers shall make all reasonable efforts to keep containers clean and without contamination. If excess contamination is found, the load will be charged as trash.

_____ Project Manager shall be liable for all loss or damages to City equipment.

_____ City of Ontario shall not be responsible for any damages from providing services.

Option 2: Self-Haul with Company Owned Equipment.

C&D materials generated on site will be: Mixed/ Commingled Separated on Site

Project Manager is responsible for ensuring that materials are properly disposed of and meet at least a 65% diversion rate. **Supporting receipts and weight tickets are required with the Final Report.**

Trailer size(s) on site: _____ Frequency: _____

Please initial below that you have read and understood the following terms and conditions:

_____ All containers, bins, and other collection equipment must be properly labeled and owned by the Project Manager, **not** a contracted 3rd party hauler.

_____ An approved CDRP must be made available to any City of Ontario employee upon request.

_____ The Project Manager must submit a Final Compliance Report with all receipts and other documentation demonstrating diversion before obtaining a Certificate of Occupancy.

_____ All debris shall be weighed on scales in compliance with all regulatory requirements.

_____ Debris shall not be stored on-site in the open for a period of more than four (4) weeks.

7. Verification

The estimated material tonnages reported on this form are my best estimate of the disposition of the C&D material generated at this project site. I shall dispose of the C&D waste as specified in section 6 of this form. I acknowledge that a CDRP Final Compliance Report with supplemental documentation is required when the project is completed, prior to final inspection and obtaining a certificate of occupancy.

Print Name: _____ Signature: _____ Date: _____

PW-IWD Use Only

Date Received: _____ Reviewed By Name: _____ Signature: _____

Approval Date: _____ Denial Date: _____ Reason for Denial: _____

Corrections: _____



**CITY OF ONTARIO
CDRP SPECIAL WASTE COMPLIANCE FORM**

The City of Ontario adopted the 2022 Green Building Standards Code, which set forth requirements for Universal Waste to be properly disposed and diverted from the general waste stream (section 5.408.2). Non-residential additions and alterations to a building or tenant space shall require proper disposal of Universal Waste. Hazardous Wastes must be disposed of properly and regularly removed from the site as per Ontario Municipal Code (OMC) sections 6-3.302(d) and 6-3.602(d)(1).

Construction and demolition projects may generate special wastes that need to be diverted from the landfill. These consist of universal wastes (batteries, electronic devices, mercury-containing equipment, lamps, cathode ray tube glass, and non-empty aerosol cans) and hazardous waste (paints and paint thinners, cleaners, chemical drain cleaners, pesticides, and other chemical landscaping care products). Please get in touch with San Bernardino County at (909) 382-5401 to determine how to properly handle special wastes generated from the project and complete this form accordingly.

1. General Information

Project Address: _____

Project Manager Name: _____ Project Manager Phone Number: _____

Company Name: _____ Company Phone Number: _____ Contractor Company Address: _____

Property Owner Name: _____ Phone Number: _____

2. Please list the diversion method and/or licensed hazardous waste hauler used for properly disposing of all special waste materials generated on the property:

Special Waste Material	Disposal Method/ Licensed Hauler	Estimated Amount
Aerosol Cans		
Asbestos		
Batteries		
Cathode Ray Tube Glass		
Cathode Ray Tubes		
Drain Cleaners		
Electronic Devices		
Fluorescent Lamps		
Glass Cleaners		
Mercury-Containing Equipment		
Paints		
Pesticides & Herbicides		
Pool Products		
Solar Panels		
Solvents		

I certify this information is true and accurate. I understand that the city may audit disposal and recycling documentation. I will submit this Special Wastes Compliance Form with all disposal/ recycling receipts to the City of Ontario Integrated Waste Department when the project is completed before obtaining the Certificate of Occupancy as part of the Contractor's Final Compliance Report.

Print Name: _____ Signature: _____ Date: _____

**CONSTRUCTION & DEMOLITION RECYCLING PLAN (CDRP)
FINAL COMPLIANCE REPORT**



The Final Compliance Report summarizes the actual diversion of materials generated on-site. After project completion, please complete option 1 and/or 2 and attach supplemental documentation if applicable. Please submit this form to CDRP@ontarioca.gov along with a Special Wastes Compliance Form, if applicable. Third-party haulers are **not allowed** in the City of Ontario per Ontario Municipal Code Section § 6-3.105. For questions, please call (909) 395-2040.

Project Address: _____ Company Name: _____ Permit #'s: _____

Option 1: Use of City Roll-Off Services						
If city services were used, complete this section- disposal/recycling receipts are not needed						
Account Number:			Contact Number:			
Account Start Date:			Account End Date:			
Project Start Date:			Project End Date:			
Option 2: Self-Haul with Company Owned Equipment						
Please indicate tonnage, diversion method and facility used for each material generated, attach weight tickets						
Material Type	A	B	C	D	E	F
	Total Generated	Reused	Recycled	Disposal	Destination Name & Address	Separated (S)/Mixed (M)
Asphalt/Concrete						
Brick/Masonry						
Cardboard/Paper						
Carpet- Padding						
Green Waste						
Gypsum/ Drywall						
Roofing						
Scrap Metal						
Soil/Dirt						
Trash						
Wood						
Other:						
Total						

Total Tonnage Diverted (B + C) _____ / Total Tonnage Generated (A) _____ = Diversion % _____

Certification

I certify that the information in this report is true and accurate and that all C&D materials were taken to legitimate recycling, reuse, or salvage facilities, as confirmed by the attached receipts and waste tags.

Project Manager: _____ Phone: _____ Date: _____

PW-IWD Use Only		
Date Received: _____	Reviewed by Name: _____	Signature: _____
<input type="checkbox"/> Approval Date: _____	<input type="checkbox"/> Denial Date: _____	Reason for Denial: _____