

# CONSTRUCTION & DEMOLITION RECYCLING PLAN (CDRP)

The Ontario Municipal Ordinance (OMC) Sec. 6-3.602 Construction & Demolition Recycling Plan and the 2016 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) Summary Report. Construction & Demolition waste accounts for approximately 22% of all materials going to the landfill.

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

This packet will assist you in preparing your CDRP and CDRP Summary Report that reports the reusable materials diverted from landfills, and identifies a calculated diversion percentage. Technical assistance with completing the forms is available by calling (909) 395-2651.

If you plan to conduct any of the following projects in the City of Ontario, a CDRP and CDRP Summary Report is required:

- The construction of any new building.
- The demolition or renovation and/or additions of tenant improvements to any building other than a single-family residential building whereby the total costs is greater, or equal to One Hundred Thousand Dollars (\$100,000.00).

Applicants **MUST** submit in person, email to [tcoates@ontarioca.gov](mailto:tcoates@ontarioca.gov), or mail completed CDRP (Form 1) and CDRP Summary (Form 2) Reports to:

**Ontario Municipal Utilities Company - Integrated Department**  
**1425 South Bon View Avenue**  
**Ontario, CA 91761**

## **PRIOR TO CONSTRUCTION & DEMOLITION:**

### ***Complete Form 1 Construction & Demolition Recycling Plan (CDRP)***

An applicant for a building or demolition permit is required to prepare and submit in person, or via mail to the Ontario Municipal Utilities Company – Integrated Waste Department, an accurate and complete Form 1 CDRP. **Approval** from the Integrated Waste Department of **Form 1 CDRP** for each project, is a **condition to issuing a building or demolition permit [Sec. 6-3.602 (f)]**. On Form 1 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.

A conversion table on the back of Form 2 Construction & Demolition Recycling Plan Summary Report may assist you in estimating the tonnage. 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 construction and demolition debris generated by the project to reuse or recycling.

## DURING CONSTRUCTION & DEMOLITION

### *Divert at least 65% of construction and demolition debris generated through Reuse or Recycling*

It is the responsibility of every owner, general contractor, subcontractor and developer to divert at least sixty five percent (65%) of the generated construction and demolition debris to reuse or recycling from all qualifying projects (See Forms 1 or 2 for details.). Materials diverted prior to demolition and during and after construction are equally eligible for diversion.

“Divert” or “diversion” means a reduction in the amount of waste being 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.

***Keep all weight receipts issued by any recycling facility or landfill, and maintain records or logs of the volume and weight of materials reused on the job site.*** A list of local material processing facilities is included.

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 regulations within the Ontario Municipal Code and CalGreen.

## PROJECT COMPLETION

### *Complete Form 2 Construction & Demolition Recycling Plan (CDRP) Summary Report*

Upon project completion, the applicant **MUST** submit via email to [tcoates@ontarioca.gov](mailto:tcoates@ontarioca.gov), in person or via mail to the Ontario Municipal Utilities Company - Integrated Waste Department an accurate and fully complete Form 2 CDRP Summary Report. **Approval** from the Integrated

Waste Department of Form 2 **CDRP Summary Report** for each project **is a condition of issuing the certificate of occupancy [Sec. 6-3.602 (g)]**. On Form 2 CDRP Summary 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 Summary Report will include:

1. Summarized records on the material type and weight of waste materials diverted (reuse or recycle) and disposed (hailed as trash/refuse).
2. **Attached copies of original receipts and weight tickets** or other records of measurement from recycling facilities, salvage companies, deconstruction contractors, waste haulers, processors, transfer stations, and landfills.

To assist you in completing the required CDRP and CDRP Summary Report, you may contact a representative of the Ontario Municipal Utilities Company - Integrated Department at (909) 395-2651.

**\*\*\*\*IMPORTANT REMINDER\*\*\*\***

Completed Form 1 CDRP and Form 2 CDRP Summary Reports **MUST** be submitted by email to [tcoates@ontarioca.gov](mailto:tcoates@ontarioca.gov), in person or mailed to the following address:

**Ontario Municipal Utilities Company – Integrated Waste Department  
1425 South Bon View Avenue  
Ontario, CA 91761**

# FREQUENTLY ASKED QUESTIONS

## Form 1 CDRP and Form 2 CDRP Summary Reports

**What is the Construction & Demolition Recycling Plan?** The Construction & Demolition Recycling Plan will document how an owner, general contractor, subcontractor, or developer will comply with the 65% diversion requirement on generated waste materials. This program is mandated by Ontario Municipal Code Sec. 6-3.602 and the 2016 California Green Building Standards Code (CalGreen).

**Will it delay the start of my project?** Generally, it will not cause a delay. Forms are available at the time you apply for your building or demolition permits. However, if you do not submit a fully completed a Form 1 CDRP, you may be delayed in receiving your building or demolition permit.

**Will there be additional permitting cost 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 the completion of the forms. Forms 1 & 2 requiring calculations are available electronically. In addition, the City, as the primary hauler, will assist you in completing your reporting requirements. To request electronic versions of Form 1 & 2, assistance with completing either form or general questions please call (909) 395-2651.

**Will my costs increase?** Not necessarily, materials recovery often proves more cost effective than disposal. For example, the City charge for a refuse roll off is \$510.00 per collection, versus \$198.00 per collection plus disposal costs for an Inert (C&D) roll off.

**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.

**Which types of construction occupancies are covered by the Cal Green Code?** The code applies to the construction of all new structures, residential buildings that are three stories or less, and demolition/renovation/addition/tenant improvement projects greater than or equal to \$100,000. CalGreen currently does not apply to high-rise (over three stories) residential structures.

**Where can I find a copy of the codes?** The Ontario Municipal Code is listed on the City's website [www.ontarioca.gov](http://www.ontarioca.gov). The latest version of the 2016 California Green Building Standards Code (Cal Green) can be found at, <http://www.hcd.ca.gov/CALGreen.html> (pdf). Additional information about Cal Green is available on the International Code Council (ICC) website [www.iccsafe.org](http://www.iccsafe.org). Applicable sections in Cal Green are residential construction - Section 4.408 (p. 19) and for most non-residential construction - Section 5.408 (p. 34). CalGreen is part 11 of Title 24, California Code of Regulations.

**When is a Construction & Demolition Recycling Plan not required?** A Construction and Demolition Recycling Plan is not required for smaller demolition, or renovation projects within the City that are less than \$100,000.00 in construction cost. Examples include, additions of a swimming pool, or one-story detached accessory structures such as a shed or playhouse.

**Where do I submit completed Form 1 CDRP and Form 2 CDRP Summary Reports?** Submit by email to [tcoates@ontarioca.gov](mailto:tcoates@ontarioca.gov), in person or mail to the following address:

**Ontario Municipal Utilities Company-Integrated Waste Department  
1425 South Bon View Ave.  
Ontario, CA 91761**