INTEGRATED WASTE DEPARTMENT

City of Ontario
Integrated Waste Planning Manual

Public Works Agency
1425 S. Bon View Avenue
Ontario, CA 91761

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INTRODUCTION

The purpose of this Integrated Waste Planning Manual (IWPM) is to outline the various aspects of the City of Ontario's (City) Integrated Waste handling program to assist developers in meeting the City's requirements for waste handling. This manual contains policies and design standards for residential, commercial, and industrial land uses and provides guidance in determining the types and volumes of waste generated, the minimum levels of service needed to handle waste; the design parameters associated with each service type; and compliance with other regulatory aspects of integrated waste.

The California Department of Resources Recycling and Recovery (also known as CalRecycle) is a department within the California Environmental Protection Agency that administers and provides oversight for all of California's state-managed waste handling, waste reduction, and recycling programs. CalRecycle plays an important role in the stewardship of California's vast resources and promotes innovation in technology to encourage economic and environmental sustainability.

The City of Ontario Integrated Waste Department aims to preserve precious landfill space, conserve natural resources, save water and energy, decrease pollution, increase jobs, and strengthen the economy. In accordance with California state legislation, the City of Ontario will enforce all goals and laws related to waste handling and recycling. In keeping with the City's "Approach to Public Service", the Integrated Waste Department strives to deliver the intended purpose of this manual through revisions as necessary to streamline the permit approval process and incorporate any new legislation.

One of the primary drivers of this amendment is the New Commercial Organics Recycling Law. In October of 2014, Governor Brown signed AB 1826 Chesbro (Chapter 727, Statutes of 2014) in to law which required businesses to recycle their organic waste on and after April 1, 2016, contingent on the amount of waste that they generated per week. This law also mandated that beginning January 1, 2016, local jurisdictions had to implement an organic waste recycling program that diverted organic waste generated by businesses, including multifamily residential dwellings consisting of five or more units. The law further clarified that although multifamily residential dwellings were required to recycle organic green waste, they were not required to recycle food waste.

The requirements of the law are phased in over time based on waste generation thresholds for different types of waste produced on a weekly basis, with full implementation realized in 2019. In addition to this, the law contains a 2021 trigger that increases the range of businesses affected by regulation if waste reduction targets are not met.

The implementation schedule is as follows:

- April 1, 2016: Businesses that generate eight cubic yards of organic waste per week shall arrange for organic waste recycling services.
- January 1, 2017: Businesses that generate four cubic yards of organic waste per week shall arrange for organic waste recycling services.
- January 1, 2019: Businesses that generate four cubic yards or more of commercial solid waste per week shall arrange for organic waste recycling services.
- January 1, 2021: If statewide organics waste disposal has not been reduced by at least 50 percent in 2020, generators of two cubic yards per week of total solid waste are subject to the organics waste diversion requirements.
- January 1, 2022 : SB1383

SECTION 1: LEGAL AUTHORITY

Below is a summary of the State legislation that dictates some of the Integrated Waste Department's regulations, policies, and best practices.

Law	Description
AB939	*Sher, The Integrated Waste Management Act*
AB341	*Chesbro, Mandatory Commercial Recycling*
AB1826	*Chesbro, Mandatory Commercial Organics Recycling*
SB1374	*Kuehl, Construction and Demolition Waste*
AB827	*McCarty, Mandatory Commercial Recycling*

Assembly Bill AB 939 (*Sher, The Integrated Waste Management Act*)

Pursuant to the adoption of AB 939, the "California Integrated Waste Management Act (IWMA) of 1989, the State of California established Waste Diversion Mandates that required each city or county plan to include an implementation schedule which shows: diversion of 25 percent of all solid waste from landfill or transformation facilities by January 1, 1995 through source reduction, recycling, and composting activities; and, diversion of 50 percent of all solid waste by January 1, 2000 through source reduction, recycling, and composting activities.

Assembly Bill AB 341 (*Chesbro, Mandatory Commercial Recycling*)

In order to reduce GHG emissions by diverting commercial solid waste to recycling efforts and to expand the opportunity for additional recycling services and recycling manufacturing facilities in California, the State passed AB 341 and thereby mandated businesses to recycle effective July 1, 2012.

The commercial uses that were regulated consisted of two categories:

1. Businesses and public entities that generate four or more cubic yards of solid waste per week
2. Multifamily residential dwellings that have five units or more

Businesses were mandated to reuse, recycle, compost, or otherwise divert commercial solid waste from disposal. Businesses shall take one or any combination of the following actions in order to reuse, recycle, compost, or otherwise divert commercial solid waste from disposal:

- Self-haul
- Subscribe to a hauler(s) recycling collection service
- Arrange for pickup of recyclables
- Subscribe to a recycling service that may include mixed-waste processing that yields diversion results comparable to source separation

Assembly Bill AB 1826 (*Chesbro, Mandatory Commercial Organics Recycling*)

In 2014, the State approved AB 1826 which required businesses that generate a specified amount of organic waste per week to arrange for recycling services for that waste, and for jurisdictions to implement a recycling program to divert organic waste from businesses subject to the law, as well as report to CalRecycle on their progress in implementing an organic waste recycling program.

The act defines a business as a commercial or public entity, including, but not limited to, a firm, partnership, proprietorship, joint stock company, corporation, or association that is organized as a for-profit or nonprofit entity, or a multifamily residential complex of 5 units or more. A business that meets the waste generation threshold shall engage in one of the following organic recycling activities:

- Source separate organic waste from other waste and participate in a waste recycling service that includes collection and recycling of organic waste.
- Recycle its organic waste on site, or self-haul its organic waste off site for recycling.

- Subscribe to an organic waste recycling service that may include mixed waste processing that specifically recycles organic waste.

Additional points related to businesses:

1. A business that is a property owner may require a lessee or tenant of that property to source separate their organic waste in order to aid in compliance.
2. Additionally, all businesses that contract for gardening or landscaping services must stipulate that the contractor recycle the resulting gardening or landscaping waste.
3. A multifamily complex is not required to arrange for recycling services for food waste.
4. Businesses located in a rural county that is exempted from the law do not have to arrange for recycling services for their organic waste.

Senate Bill SB 1374 (*Kuehl, Solid Waste: Construction and Demolition Waste Materials: Diversion Requirements*)
The Ontario Municipal Ordinance (OMC) Sec. 6-3.602 Construction & Demolition Recycling Plan and the 2019 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.

A CDRP and CDRP Summary Report is required during:

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

Assembly Bill AB 827 (*McCarty*)
Effective July 1, 2020, Mandatory Commercial Recycling (MCR) and Mandatory Commercial Organics Recycling (MORe) regulated businesses must provide recycling and organics recycling containers at front-of-house to collect waste generated from the products purchased and consumed on the premises (AB827, McCarty). These containers must be placed adjacent to trash containers and be visible, easily accessible, and clearly marked. This new law focuses on business that are primarily fast-food establishments. This law is a driver for mandatory food waste collection. The passage of this law has the potential to further impact all Integrated Waste Department functions, including education, equipment needs, and operations.

Senate Bill SB 1383

SECTION 2: TYPES OF WASTE

For the purposes of complying with State Legislation and the City of Ontario's Municipal Code, all regulated waste is separated into the categories outlined below. The categories allow regulated waste to be identified, quantified, tracked, reported, and serviced appropriately.

Although the City does not provide collection and disposal services for all types of waste, the City and the applicant are mandated to estimate each type of waste by volume and describe the measures used to reduce, handle, and divert the various types of waste.

This section establishes the different types of waste and defines the categories to which they belong.

	Type of Waste
1.	Refuse
2.	Recycling
3.	Wood Recycling
4.	Organic Green Waste
5.	Organic Food Waste
6.	Fats, Oils, and Grease
7.	Bulky Items
8.	Household Hazardous Waste
9.	Hazardous Waste
10.	Construction Waste
11.	Construction and Demolition Recycling
12.	Medical Waste
13.	Sharps (needles, razors, etc.)
14.	Pharmaceuticals

2.1 Definitions of Waste

Refuse: The designated all-inclusive term for all putrescible and non-putrescible solid and semi-solid waste including, but limited to: garbage, solid waste matter, trash, ashes, industrial wastes, construction and demolition wastes, bulky item waste, manure, vegetable or animal solid and semi-solid wastes, combustible and non-combustible wastes. "Refuse" does not include hazardous or household hazardous waste, medical waste, low-level radioactive waste or recyclable materials and green waste. Pursuant to A.B. 939 requirements, the City shall require mandatory refuse collection. The City is the sole collector of refuse.

Recycling: Reusable waste materials, including but not limited to, metal, glass, plastic and paper, and green waste, that are to be collected, separated or processed and used as raw materials. "Recyclable material" does not include refuse, hazardous waste or hazardous waste materials. Pursuant to A.B. 939 requirements, the City shall require mandatory recycling collection. Also, pursuant to A.B. 341, the City shall require mandatory recycling collection for businesses producing four or more cubic yards of solid waste per week.

Organic Wastes: Pursuant to A.B. 1826 requirements, the City shall require mandatory organic waste recycling collection for qualifying businesses that generate two cubic yards or more of commercial solid waste per week. Organic Waste generally consists of two main categories, as defined below:

- **Food Waste:** Bread, grains, coffee grounds, dairy products, fruits, vegetables, meat, poultry, seafood, bones, , and food-soiled paper waste that is mixed in with food waste. Organic waste does not include fats, oils, and grease (FOG) or tallow bins.

- **Green Waste/Wood Recycling:** Tree and shrubbery trimmings, tree roots less than six (6) inches in diameter, vegetation matter resulting from land clearing, grass, weeds, straw, or leaves, wood chips, sawdust and other household garden organic materials. Green waste does not include palm fronds, cactus

or tree limbs, roots or stumps larger than six (6) inches in diameter. Clean wood, plywood, particle board, and pallets. Pursuant to A.B. 341, the City shall require mandatory commercial recycling collection.

Fats, Oils, and Grease (FOG): FOG is a combination of fats, oils, and grease used in food processing and the preparation of meals. FOG bearing materials include: Cooking oil, fat, lard, grease, butter, tallow, shortening, margarine, meat, sauces, cookies, and pastries. The City's FOG program is enforced via the Wastewater Discharge Permit process which is managed by the Environmental Programs group within the Ontario Municipal Utilities Company.

Bulky Items: Any item unable to be collected through normal collection method, such as furniture, mattresses, appliances, water heaters, TVs, computers, stereo equipment, carpet, and bundled green waste.

Household Hazardous Waste: Motor oil and filters, auto fluids (anti-freeze, transmission fluids, etc.), paints and paint thinners, household cleaners, chemical drain cleaners, pesticides and fertilizers, weed killer, pool chemicals, hobby supplies, electronic waste, universal waste, empty containers, and pharmaceuticals. Household hazardous waste does not include hazardous waste generated from commercial businesses, industrial byproducts, or manufacturing processes.

Hazardous Waste: A waste, or combination of wastes, which because of its quantity, concentration or physical, chemical, or infectious characteristics may do either of the following:

1. Cause or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness; or
2. Pose a substantial present or potential hazard to human health or environment when improperly treated, stored, transported, or disposed of, or otherwise managed. Unless expressly provided otherwise, "hazardous waste" includes extremely hazardous waste and acutely hazardous waste.

Medical Waste: Subset of wastes generated at health care facilities, such as hospitals, physicians' offices, dental practices, blood banks, and veterinary hospitals/clinics, as well as medical research facilities and laboratories.

Sharps Waste: Sharps waste includes hypodermic needles, pen needles, intravenous needles, and lancets.

Pharmaceutical Waste: Includes expired, unused, spilt, and contaminated pharmaceutical products, drugs, and vaccines, that are no longer required and need to be disposed of appropriately.

Construction Waste: Inert material and debris from construction projects such as concrete, asphalt, wood, drywall, and metal.

Construction & Demolition Recycling: Materials targeted for recycling include wood, rock, soil, green waste, asphalt, brick, concrete, cardboard, paper, ceiling tile, gypsum drywall, metal, plastic and carpet. Pursuant to OMC Sec. 6-3.602 and CALGreen, the City shall require all construction and qualifying renovation and demolition projects to divert at least sixty-five percent (65%) of all generated waste materials.

SECTION 3: LAND USE CATEGORIES AND PROJECT TYPES

Land use and project type are the primary drivers of integrated waste generation and service selection. The Integrated Waste Planning Manual recognizes different types of development projects which can be grouped into the following major categories of land use:

- Single Family Detached Residential
- All Other Residential
- Commercial
- Industrial
- Mixed Use

Minimum waste generation rates are established for each land use and project type. Different project types (building products, site layout, etc.) within the same general land use may generate different types and amounts of waste and may be subject to different regulatory requirements and design constraints. Some design constraints may limit the services available to the site.

Please note that the land use defined in this manual is for the sole purpose of calculating integrated waste generation and is not intended for any other use. Please contact the City's Planning Department for all land use questions.

3.1 Single Family Detached

Single-Family Detached Residential units are defined as detached buildings designed for occupancy by one (1) family and consisting of a solitary living unit on a single parcel.

This land use type requires the collection of Refuse, Recycling, and Organic Waste and may use unit frontage automated can collection.

3.2 All Other Residential Developments

All other residential land uses and product types such as Medium Density Residential (MDR), High Density Residential (HDR), Single Family Attached Dwellings, and Multiple Family Dwellings require collection of Refuse, Recycling, and Organic Waste for residential multiple family developments. The City may allow all Homeowner's Association maintained landscaping to be collected and diverted by a City permitted Third-Party Hauler. These developments shall use bin service, compactors, roll-offs or any combination thereof to collect these waste types.

3.3 Commercial Developments

A Commercial Development is typically a business, industry, commercial establishment, or construction site within a Commercial Zoning District and includes the following product types: retail shopping center, multiple tenant retail shopping, hotel or motel, office, restaurant, mini-mart, grocery store, big box retail, parks, recreation centers, public facilities, and medical practices

3.5 Industrial Developments

Industrial units must be within an Industrial Zoning District and product types includes industrial park, multiple-tenant industrial park, warehouse, or manufacturing.

3.6 Mixed Use Developments

Mixed use development provides more than one use or purpose within a shared building or development area and often includes commercial developments incorporating multifamily dwellings. Mixed use developments must provide separate services for each land use waste stream and each land use shall comply with the integrated waste requirements for its respective category.

SECTION 4: TYPES OF SERVICE

All waste generated by a land use must be handled in accordance with State and City regulations.

The City offers many services to assist in the handling, collection, and disposal of various types of waste. Any waste that the City does not serve shall be handled and disposed of appropriately by an authorized 3rd Party service provider.

	Waste Collection	City	3rd Party
1.	Refuse	Yes	No
2.	Recycling	Yes	Yes
3.	Organic Green Waste	Yes	Yes
4.	Organic Food Waste	Yes	Yes
5.	Fats, Oil and Grease	No	Yes
6.	Household Hazardous Waste	Yes*	Yes
7.	Bulky Items	Yes	Yes
8.	Hazardous Waste	No	Yes
9.	Construction Waste and Demolition Recycling	Yes	Yes

In some cases, such as Refuse Collection, the use of City Refuse Services is mandatory. Where 3rd Party services are available, the City may require periodic reporting and monitor waste generation practices. Below is a description of the services available followed by a table summarizing some of the important details.

4.1 Available Services

4.1.1 Individual Automated Cans Service

The City offers automated cans service for the collection of Refuse, Recycling, and Organic (Green Waste) Waste for low density residential developments.

Cans	Days	Per wk
32 gal.	M-F	1
64 gal.	M-F	1
96 gal.	M-F	1

The City distributes automated cans in three (3) different sizes and colors for each waste type. The City collects cans once a week, Monday through Friday. Additional collections, i.e. more than the weekly service, can be arranged by appointment. Among the programs offered are the roll-out services for elderly and disabled residents.

Materials should not protrude outside the top of the can and residents shall not set any items on top of the cans.

This service typically requires residential units to front accessible alleys or streets and for cans to be staged in front of the unit either curbside or on the alley facing the driveway. All automated can collection areas shall be located along designated paths of travel that meet circulation design standards and cannot be located along dead-end alleys, motor courts, driveways, or private streets.

4.1.2 Bin Service

The City offers bin services to facilitate the collection of Refuse, Recycling, and Organic Waste for residential, commercial, and industrial developments. The City distributes bins in four (4) different sizes for each waste type and collects bins six days a week from Monday through Saturday.

Bins	Days	Per wk
1.5 cy	M-Sat	6
3 cy	M-Sat	6
4 cy	M-Sat	6
6 cy	M-Sat	6

Waste on the floor or around the bin (commonly called 'side waste') will not be collected and may interfere with the servicing of waste bins. The number, size and orientation of bins shall be designed to prevent side waste. Please refer to Section 5 for calculation of bin sizes and collection amount. Please refer to Section 7 for collection location design parameters.

Bins shall be stored within enclosures that meet the City's design standards. Enclosures shall be located on designated paths of travel within developments that meet circulation design standards.

4.1.3 Roll Off Service

The City offers roll off services for the collection of Refuse, Recycling, or Organic (green waste) Waste for commercial and industrial developments.

Roll Offs	Days	Per wk
10/20 cy	M-Sat	6
30/40 cy	M-Sat	6

The City distributes and collects roll offs six days a week from Monday through Saturday. Roll-off collection is generally assumed to be outside the building footprint.

4.1.4 Compacter Collection Service

The City offers collection service of private roll off and front load compactors that are compatible with City collection equipment for Refuse, Recycling, or Organic (green waste) Waste of commercial and industrial developments.

Compactor	Days	Per wk
10/20 cy	M-Sat	6
30/40 cy	M-Sat	6

Compactor collection services for Refuse, Recycling, and Organic (Green Waste) Waste is available six days a week from Monday through Saturday. Roll-off collection is generally assumed to be outside the building footprint.

4.1.5 Grease Bin and Grease Interceptor/Clarifier Service

3rd Party Only

The City does not distribute Grease Bins or Grease Interceptors/Clarifiers nor does it collect cooking oils and F.O.G. waste. The City requires that applicable businesses apply for a Wastewater Discharge Permit through the Ontario Municipal Utilities Company's Environmental Programs group and hire a licensed grease hauler who has been permitted for pumping services.

4.1.5 Bulky Item Pick Up

Appointment Only

Bulky items collection is not permitted with standard refuse or recycling service. However, the City offers bulky item pick-up service by appointment only. Single family residents may schedule up to four (4) Bulky Item appointments per calendar year. Apartment and condo residents should contact their property/association manager to schedule appointments. Curbside pickup is limited to five (5) large items per appointment. Medium and high-density developments may be required to designate a bulky item pick up area for their residents on the development site.

4.1.6 Household Hazardous Waste Disposal

Drop-off Only

The City does not offer collection of Household Hazardous Waste but offers free drop off on Fridays and Saturdays from 9:00 AM to 2:00 PM at the Household Hazardous Waste (HHW) Facility at 1430 S. Cucamonga Avenue.

4.1.7 Hazardous Waste Disposal

3rd Party Only

The City does not offer distribution of Hazardous Waste containers or collection of Hazardous Waste. The San Bernardino County Fire Department offers the "Conditionally Exempt Small Quantity Generators" Program (CESQG) for businesses that generate no more than 27 gallons or 220 pounds of hazardous waste, or 2.2 pounds of extremely hazardous waste per month. Contact the CESQC Program at (800) 645-9228 to arrange an appointment. Large businesses needing hazardous waste information can contact San Bernardino County at (909) 382-5401.

4.1.8 Construction Waste and Demolition Recycling

The City of Ontario offers distribution and collection of Roll Offs for regularly scheduled or on-call services related to large amounts of construction & demolition waste. Contact the Ontario Integrated Waste Department at (909) 395-2050 to start service.

Roll Offs	Days	Per wk
10/20/30 cy	M-Sat	6
40 cy	M-Sat	6

4.1.9 Non-Waste Dealer

To assist businesses that are not serviced by the Integrated Waste Department in choosing a recycling service provider, the City has developed a certification process for private recycling collectors. Certification is voluntary. Certified recyclers will be listed on the City's website related to the ordinance.

- Recyclers must provide a list of customers serviced in the City of Ontario
- Permitted recyclers authorized to collect recyclables shall comply with education, equipment, signage, container labeling, container color, contamination monitoring. The specific color scheme for bins will be blue for recycling and green for organics/foodwaste.
- Delivery receipts and weight tickets from the entity accepting the waste must be presented with each report
- Recyclers are also required to submit quarterly, and annual customer and diversion report to the Integrated Waste Department
- Containers must be equipped with close fitting lids, be leak-proof, pest-proof and clearly identified as recycling containers with the name and number of the recycler and a list of materials accepted
- Recyclers must keep collection vehicles and containers clean and well-maintained.

If you would like to apply for certification, fill out the application and submit the required documentation in person, or by mail to the Integrated Waste Department, 1425 South Bon View Avenue, Ontario, CA 91761.

SECTION 5: WASTE GENERATION METRICS

The City of Ontario's Municipal Code requires development projects to estimate each type of waste generation by volume. Below are standards for estimating the minimum service levels needed for each development type based on land use for weekly service.

Residential	Refuse	Recycling	Organics (Green Waste)
Single Family Detached	Cans - 96 gallons Required	Cans - 96 gallons Required	Cans - 96 gallons (old Model Colony/Ontario Ranch) Required
Medium Density Residential Multiple Family Development	Bins - 1.5 cy per 4 units, or Cans - 96 gal per unit	Bins - 1.5 cy per 4 units, or Cans - 96 gal per unit	1.5 cy per 4-unit dwelling or Cans - 64 gal per unit
High Density Residential Multiple Family Developments	Bins - 1.5 cy per 4 units	Bins - 1.5 cy per 4 units	1.5 cy per 4-unit dwelling or Cans - 64 gal per unit
Parks, Open Space, Trails	Bins - 4 cy per 30,000 sf	Bins - 4 cy per 30,000 sf	64 gallons per 30,000 sf

Commercial	Refuse	Recycling	Organics
Retail Shopping Center; Big Box Retail	4 cy per 4 units	4 cy per 4 units	1.5cy per 10,000 sf
Multi-Tenant Retail Shopping	4 cy for every 2 tenants	4 cy for every 2 tenants	
Office	4 cy per 15,000 sf	4 cy for every 15,000 sf	
Hotel or Motel; Grocery Store; or Medical Practice	4 cy per 10,000 sf	4 cy per 10,000 sf	
Restaurant or Mini-Mart	4-cy per unit	4-cy per unit	

Industrial	Refuse	Recycling	Organics
Industrial Park	4 cy per 8,000 sf	4 cy per 8,000 sf	3 cy per tenant
Multi-Tenant Industrial Park	4 cy for every 2 tenants	4 cy for every 2 tenants	
Warehouse/Manufacturing	4 cy per 30,000 sf	4 cy per 30,000 sf	

SECTION 6: PLANNING FOR INTEGRATED WASTE

All development projects shall have a complete integrated waste management plan. A complete management plan considers, at minimum, the following nine (9) aspects of integrated waste handling in order to comply with integrated waste regulations and meet the design standards of the City.

	IW PLANNING
1.	VOLUME
2.	SERVICE TYPE
3.	STORAGE
4.	ACCESS
5.	LOCATION
6.	STAGING
7.	CIRCULATION
8.	DESIGN
9.	ADMINSTRATION

Volume: The amount of waste generated by type and volume shall be determined by the land use, tenant type, and size of the project. The volume of waste and the project type shall determine the service types available and the appropriate size and number of waste containers, the frequency of service, and size and number of enclosures.

The volume of waste generated by a proposed development project can be determined using the waste generation rates in Section 5. If waste generation rates are not applicable to the proposed project, the project shall provide its own waste generation rates.

Service Type: A service type must be identified for every volume of waste. The volume of waste generated and the project type may determine the services available for each type of waste. In addition to this, tenant type and the site layout may also dictate service options.

The integrated waste management plan shall identify the service type, the appropriate size and number of waste containers, and the frequency of service.

Storage: All waste container storage shall comply with the City's requirements and design standards. Automated cans shall be stored with residential units or custom enclosures. Bins shall be stored in the standard bin enclosure designed for the land use and waste type and shall be oriented to facilitate efficient collection. Storage facilities shall be sized to accommodate the number of containers necessary for service or as determined by the Integrated Waste Department.

Storage facility design shall meet the requirements of the Planning Department, Building Department, Engineering Department, and Utilities Environmental Programs Division.

Collection: Proper waste collection planning considers the service type used and identifies the location, size, accessibility, and the logistics of the collection staging area. An appropriate designated collection area shall be provided for each service type. The size of the can collection area and bin enclosures will be determined by the number of containers required by the project.

Accessibility: Waste containers that receive and store waste from pedestrian traffic shall be accessible to pedestrians. Trash enclosures that serve pedestrians shall provide pedestrian access. Bins in storage facilities shall be oriented to facilitate pedestrian access and use.

Bins shall be oriented in order to allow collection access without the removal of other bins. The collection staging area shall have a concrete pad oriented adjacent to the enclosure with an unobstructed path from the enclosure to the collection staging area.

Location: Waste containers shall be located within the property where they can be accessed by both pedestrians and solid waste collection vehicles. Automated can collection staging areas shall be along the unit frontage or within 150 ft of the unit being served. Trash enclosures that serve pedestrians shall be located no further than 150 ft of the furthest unit that they serve.

All collection staging areas shall be located along an unobstructed path of travel for collection vehicles and meet the requirements of the Integrated Waste Department. Collection staging areas shall not be located where parking is allowed unless approved by the Integrated Waste Department. If collection staging areas are proposed on public streets, they shall be located on local streets only and shall be subject to the review and approval of the Integrated Waste Department.

Staging: Collection staging areas should be designated for all waste collection services. Staging areas should not conflict with parking, block site access, restrict circulation or impede traffic maneuvers.

Collection staging areas for automated cans shall provide an unobstructed path for residents and allow solid waste collection vehicles to access and service the waste containers efficiently and without any negative impact to private property, containers or collection vehicles. Automated cans shall be staged to allow vertical and horizonal clearance from all obstructions for the collection operation. Can collection staging areas shall be sized to accommodate all can service that the land use qualifies for.

For bin collection, the collection staging area shall have a concrete pad oriented adjacent to the enclosure with an unobstructed path from the enclosure to the collection staging area. Bin collection staging areas shall provide adequate horizontal and vertical clearance from all obstructions for the collection operation.

Circulation: Every project shall provide a continuous path of travel that allows waste collection vehicles to circulate safely with clearance from all obstructions, perform safe turning movements, access collection staging areas, execute waste collection operations and exit the site efficiently and without any negative impact to the property or traffic flow. Traffic circulation shall not require the backing up of collection vehicles unless approved by the Integrated waste department.

Design: The development project shall be designed to accommodate all planning parameters outlined above. Alleys and streets along the designated vehicular path of travel shall meet the requirement of the Engineering Department and Integrated Waste Department. Buildings and units shall be located and oriented to accommodate waste storage facilities and collection staging operations.

Waste storage facilities and collection staging areas shall confirm to the Integrated Waste Design Standards and the requirements of the Integrated Waste Department. Any project that cannot meet design standards may be required to revise the site design or choose an alternative service type. Any deviations for the design standard shall require the approval of the Integrated Waste Department.

Administration: All project shall state the administration and logistical aspects of integrated waste handling for the project and the future users of the development (i.e. tenants, residents, customers, etc.). Projects shall describe the efforts that will be taken address waste prevention, waste diversion, reporting, management of parking near collection staging areas, notification to tenants and residents, disclosures, contents of the CCRs, and enforcement of integrated waste regulations.

SECTION 7: INTEGRATED WASTE PLANNING BY PROJECT TYPE

7.1 Low Density Residential Developments

Low density residential (see Section 3) project types such as Single-Family Detached Dwelling, Single-Family Attached Dwelling [less than 5 units], Multiple Family Dwelling [less than 5 units] shall plan for the following items.

7.1.1 Volume

Typical low density residential developments generate refuse waste, recycling waste, organic waste (green waste), bulky item waste, and Household Hazardous Waste (HHW).

	IW PLANNING	REFUSE	RECYCLE	ORGANIC	BULKY	HHW
1.	VOLUME	Units	Units	Units	4 / yr.	-
2.	SERVICE TYPE	96 gal	96 gal	96 gal	Pick Up	Disposal
3.	STORAGE	In Unit	In Unit	In Unit	-	-
4.	ACCESS	PED	PED	PED	PED	-
5.	LOCATION	Frontage	Frontage	Frontage	Frontage	-
6.	STAGING	Frontage	Frontage	Frontage	By Appt.	Drop-off
7.	CIRCULATION	Width, TM	Width, TM	Width, TM	Width, TM	-
8.	DESIGN	CSA, POT	CSA, POT	CSA, POT	CSA, POT	-
9.	ADMINSTRATION	CCR, PK	CCR, PK	CCR, PK	CCR, PK	CCR

Generation rates are based on the number of units and volume is measured by the number of cans.

7.1.2 Service Type and Storage

Typically, individual Automated Cans are used to serve the refuse, recycling, and organic waste for each unit. The standard service will be weekly Refuse, Recycling, and Organic (Green Waste) Waste collection service for a fee Monday-Friday.

Bulky item pick-up may be collected by appointment four instances per year for free. Household hazardous waste shall be disposed of by each resident at the City's HHW Facility.

7.1.3 Collection Access, Location, Staging and Circulation

Automated Cans will be collected once a week. On collection day, the resident shall place cans in front of the units along the street frontage or back alley. The front of the automated cans and the arrows on the can lids should face towards the street. The wheels of the can should be placed against the curb.

Automated cans shall be a minimum of three (3) feet from any obstructions (trees, parked vehicles, mailboxes, etc.) and at least one (2) feet between cans. Collection Staging Areas (CSA) shall be large enough to allow minimum separations between cans and obstructions and shall not be located on curves. Bulky item waste shall be placed for collection in front of the unit. Collection of bulky Items should not be impeded by any obstruction.

All paths of travel (POT) for collection vehicles shall meet the design criteria for circulation including adequate width and turning movements (TM). Projects shall authorize collection vehicles ingress and egress access to private roads along the paths of travel.

7.1.4 Design

The location and size of collection staging areas and the circulation of collection vehicles are the primary design parameters that the site layout should consider. Designers should minimize the number of dead-end alleys, remove conflicts between parking (PK) and collection and size travel ways wide enough to accommodate staging and circulation.

7.1.5 Administration

If the project has a Homeowner's Association, the project shall incorporate Integrated Waste Planning measures into the Covenants, Conditions, and Restrictions (CCR). Residents should be notified of integrated waste regulations, service types, and the details of the collection staging operations.

7.2 Medium Density Residential Developments

Medium density residential (see Section 3) project types such as Single Family Attached Dwelling [5 or more units] and Multiple Family Dwelling [5 or more units] shall plan for the following items. It will be up to the Integrated Waste Department's discretion to approve any plans outside of the 5 or more units.

7.2.1 Volume

Typical medium density residential developments generate refuse waste, recycling waste, organic waste (green waste), bulky item waste, and Household Hazardous Waste (HHW).

Volume generation is based on units and measured by C.Y.

	IW PLANNING	REFUSE	RECYCLE	ORGANIC	BULKY	HHW
1.	VOLUME	C.Y.	C.Y.	C.Y.	4 / yr.	-
2.	SERVICE TYPE	Bin	Bin	Bin	Pick Up	Disposal
3.	STORAGE	T.E.	T.E.	T.E.	-	-
4.	ACCESS	PED	PED	PED	PED	-
5.	LOCATION	T.E.	T.E.	T.E.	D.A.	-
6.	STAGING	T.E.	T.E.	T.E.	By Appt.	Drop-off
7.	CIRCULATION	Width, TM	Width, TM	Width, TM	Width, TM	-
8.	DESIGN	TE, POT	TE, POT	TE, POT	D.A., POT	-
9.	ADMINSTRATION	CCR, PK	CCR, PK	CCR, PK	CCR, PK	CCR

7.2.2 Service Type and Storage

The City typically offers community waste bins service for medium density residential projects. Wheeled bin service comes in 1.5, 3, and 4 cubic yard sizes and a separate bin shall be dedicated for Refuse, Recycling, or Organic Waste (Green Waste). All projects shall be designed to accommodate the number of bins needed to serve the volume of waste estimated which shall be, at minimum, 3 bins.

The Integrated Waste Department may allow Homeowner's Association maintained landscaping to be collected and diverted by a City permitted Non-Waste Dealer in lieu of a dedicated green waste bin through the approval of variance. All bins shall be stored in a covered enclosure and meet the design standards of this manual.

Bulky item pick-up may be collected by appointment four instances per year for free. Household hazardous waste shall be disposed of by each resident at the City's HHW Facility.

7.2.3 Collection Access, Location, Staging and Circulation

Trash Enclosures shall be designed to allow pedestrian access and use. Bins shall be oriented to allow pedestrians to deposit waste through the pedestrian access way. Enclosures shall be located within 150 feet of the furthest unit that they serve and shall maintain an ADA accessible path from each unit. They shall also be located adjacent to a path of travel that is accessible to collection vehicles and allow the collection operation to occur without detrimentally affecting traffic flow and circulation.

Collection staging areas shall provide adequate vertical and horizontal clearance to allow front load bin collection service. It shall have a concrete surface and allow waste collection providers the ability to maneuver bins without moving other bins and without causing damage to private property. Bulky item waste shall be placed for collection in a designated room or a location (D.A.).

All paths of travel for collection vehicles shall meet the design criteria for circulation and projects shall authorize collection vehicles ingress and egress access to private roads along the paths of travel.

7.2.4 Design

The location and size of trash enclosures and collection staging areas, and the circulation of collection vehicles are the primary design parameters that the site layout should consider. Designers should minimize the number of dead-end alleys, remove conflicts between parking and collection and size travel ways wide enough to accommodate staging and circulation. Please refer to Section 8 for Design Parameters.

7.2.5 Administration

The Homeowner's Association shall incorporate Integrated Waste Planning measures into the Covenants, Conditions, and Restrictions (CCR). Residents should be notified of integrated waste regulations, service types, and the details of the collection staging operation.

7.3 High Density Residential Multi-Family Developments

High density residential (see Section 3) project types such as Apartment buildings shall plan for the following items.

7.3.1 Volume

Typical high density residential developments generate refuse waste, recycling waste, organic waste (green waste), bulky item waste, and Household Hazardous Waste (HHW).

Volume generation is based on units and measured by cubic yard.

	IW PLANNING	REFUSE	RECYCLE	ORGANIC	BULKY	HHW
1.	VOLUME	C.Y.	C.Y.	C.Y.	4 / yr.	-
2.	SERVICE TYPE	Bin	Bin	Bin	Pick Up	Disposal
3.	STORAGE	T.E.	T.E.	T.E.	-	-
4.	ACCESS	PED, SC	PED, SC	PED, SC	PED, D.A.	-
5.	LOCATION	T.E.	T.E.	T.E.	D.A.	-
6.	STAGING	T.E./D.A.	T.E./D.A.	T.E./D.A.	By Appt.	Drop-off
7.	CIRCULATION	CL, TM	CL, TM	CL, TM	CL, TM	-
8.	DESIGN	TE, POT	TE, POT	TE, POT	D.A., POT	-
9.	ADMINSTRATION	CCR/PM	CCR/PM	CCR/PM	CCR/PM	CCR/PM

7.3.2 Service Type and Storage

The City typically offers community waste bins, roll-offs, or compactors services for high density residential projects. Wheeled bin service comes in 1.5, 3, and 4 cubic yard sizes and a separate bin shall be dedicated for Refuse, Recycling, or Organic (Green Waste) Waste. All projects shall be designed to accommodate the number of bins needed to serve the volume of waste estimated which shall be, at minimum, 3 bins.

The Integrated Waste Department may allow Homeowner's Association maintained landscaping to be collected and diverted by a City permitted Non-Waste Dealer in lieu of a dedicated green waste bin through the approval of a variance. All bins shall be stored in a covered enclosure and meet the design standards of this manual unless otherwise approved by the Integrated Waste Department.

The use of roll-off or compactor service shall be compatible with City collection equipment and shall be coordinated with the City. These services may require the property management association to deliver the waste container to a designated collection staging area (D.A.).

Bulky item pick-up may be collected by appointment four instances per year for free. Property managers should contact their customer service (909) 395-2050 to schedule appointments. Household hazardous waste shall be disposed of by each resident at the City's HHW Facility.

7.3.3 Collection Access, Location, Staging, and Circulation

Trash Enclosures shall be designed to allow pedestrian access and use. Bins shall be oriented to allow pedestrians to deposit waste through the pedestrian access way. Enclosures shall be located within 150 ft of the furthest unit that they serve and shall maintain an ADA accessible path from each unit. They shall also be located adjacent to a path of travel that is accessible to collection vehicles and allow the collection operation to occur without detrimentally affecting traffic flow and circulation.

Collection staging areas shall provide adequate vertical and horizontal clearance (CL) to allow front load bin collection service. It shall have a concrete surface and allow waste collection providers the ability to maneuver bins without moving other bins and without causing damage to private property. Bulky item waste shall be placed for collection in a designated room or a location (D.A.).

All paths of travel for collection vehicles shall meet the design criteria for circulation and projects shall authorize collection vehicles ingress and egress access to private roads and drive aisles along the paths of travel.

7.3.4 Design

The location and size of trash enclosures and collection staging areas, the bin and compactor types, and the circulation of collection vehicles are the primary design parameters that the site layout should consider. Designers should remove conflicts between parking and collection, identify a collection staging area and size travel ways wide enough to accommodate staging and circulation. Please refer to Section 8 for Design Parameters.

7.3.5 Trash and Recycling Chutes

If a facility plans to provide chutes, the City may require that you provide two chutes adjacent to one another in each disposal and recycling area. One chute identified for recyclables, and one chute identified for trash. Chute rooms shall be designed to allow integrated waste service providers to service bins without moving other bins in the chute rooms.

7.3.6 Scouting Services

For designated Storage and Collection Areas that are not accessible by the standard overhead loading solid waste vehicles (such as areas within parking structures), Scouting Services (SC) utilizing scouting vehicles may be utilized. Designated Scouting Service Staging Areas for bins must be provided to allow access for collection by overhead loading solid waste vehicles. This service will include additional fees based on the frequency of service.

7.3.7 Administration

The Property Management Association or the Homeowner's Association shall incorporate Integrated Waste Planning measures into the property management documents or the Covenants, Conditions, and Restrictions (CCR). Residents should be notified of integrated waste regulations, service types, and the details of the collection staging operation.

7.5 Commercial and Industrial Developments

Commercial project types such as business, retail, restaurant, or construction site, and industrial developments such as industrial park, warehouse, or manufacturing shall plan for the following items.

7.5.1 Volume

Typical commercial and industrial developments may generate refuse waste, recycling waste, organic waste, cooking oil and grease, bulky item waste, and Hazardous Waste (HW).

	IW PLANNING	REFUSE	RECYCLE	ORGANIC	GREASE	BULKY	HW
1.	VOLUME	C.Y.	C.Y.	C.Y.	-	4 / yr.	-
2.	SERVICE TYPE	B, RO, C	B, RO, C	B, RO, C	PRIVATE	Pick Up	Disposal
3.	STORAGE	T.E.	T.E.	T.E.	T.E.	-	-
4.	ACCESS	PED, SC	PED, SC	PED, SC	PRIVATE	PED, D.A.	-
5.	LOCATION	T.E.	T.E.	T.E.	T.E.	D.A.	-
6.	STAGING	T.E./D.A.	T.E./D.A.	T.E./D.A.	-	By Appt.	Drop-off
7.	CIRCULATION	CL, TM	CL, TM	CL, TM	-	CL, TM	-
8.	DESIGN	TE, POT	TE, POT	TE, POT	TE, POT	D.A., POT	-
9.	ADMINSTRATION	PM, RPT	PM, RPT	PM, RPT	PM, RPT	PM	PM

Volume generation may be based on tenants or square footage and measured by cubic yard. Manufacturing waste may need special handling and reporting.

7.5.2 Service Type and Storage

The City typically offers waste bins (B), roll-offs (RO), or compactors (C) services for commercial and industrial development projects. Wheeled bins comes in 1.5, 3, and 4 cubic yard sizes, and wheelless bins comes in 6 cubic yards. A separate bin shall be dedicated for Refuse, Recycling, or Organic (Green Waste) Waste. All projects shall be designed to accommodate the number of bins needed to serve the volume of waste estimated which shall be, at minimum, 3 bins.

Industrial developments can also choose roll-off or compactor collection from one to six times a week. Although City refuse collection . ,the Integrated Waste Department provides free waste assessments to help businesses determine the right service level.

Green Waste and Food Waste may be collected and diverted by a City permitted Non-Waste Dealer in lieu of a dedicated green waste bin through the approval of variance. Cooking oils and grease shall be stored in a grease bin in the trash enclosure unless other approved by the Integrated Waste Department and the Environmental FOG Program. All bins shall be stored in a covered enclosure and meet the design standards of this manual.

Bulky item pick-up may be collected by appointment for a fee. Hazardous waste shall be handled safely in accordance with County and State regulations and disposed of by each business. No hazardous waste shall be placed in any other waste containers.

7.5.3 Collection Access, Location, Staging, and Circulation

The business owners and tenants are responsible for transporting and depositing their waste into community or personal bins in a storage area on the property.

Trash Enclosures shall be designed to allow pedestrian access and use. Bins shall be oriented to allow pedestrians to deposit waste through the pedestrian access way. They shall also be located adjacent to a path of travel that is accessible to collection vehicles and allow the collection operation to occur without detrimentally affecting traffic flow and circulation.

Cooking Oil and Grease shall be diverted from the sewer system and organics waste bin and collected separately in a grease bin located in the trash enclosure.

Collection staging areas shall provide adequate vertical and horizontal clearance (CL) to allow front load bin collection service. It shall have a concrete surface and allow waste collection providers the ability to maneuver

bins without moving other bins and without causing damage to private property. Bulky item waste shall be placed for collection in a designated room or area (D.A.).

All paths of travel for collection vehicles shall meet the design criteria for circulation and projects shall authorize collection vehicles ingress and egress access to private roads along the paths of travel.

7.5.4 Design

The location and size of trash enclosures and collection staging areas, and the circulation of collection vehicles are the primary design parameters that the site layout should consider. Designers should minimize the number of dead-end alleys, remove conflicts between parking and collection and size travel ways wide enough to accommodate staging and circulation. Please refer to Section 7 for Design Parameters.

7.5.5 Administration

The Property Management shall incorporate Integrated Waste Planning measures into the Covenants, Conditions, and Restrictions (CCR). Tenants should be notified of integrated waste regulations, service types, and the details of the collection staging operation. Routine reporting (RPT) of waste handling operation, diversion, and third party collection certification may be mandatory.

SECTION 8: DESIGN PARAMETERS

8.1 Introduction

This section outlines the design parameters associated with each type of service. Each discussion addresses at least 6 categories of design: Size, Storage, Access, Location, Collection Staging, and Circulation. Standards for waste collection vehicle circulation are described in automated can service and apply to all collection services that require waste collection vehicle access. Scouting truck service standards are described with bin service.

8.2 Automated Can Standards

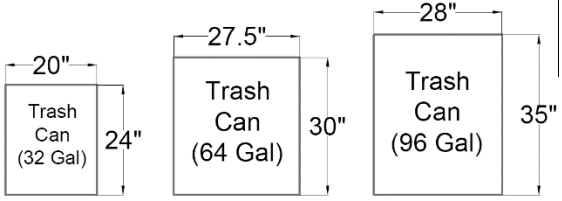
8.2.1 Automated Can Standard Sizes

A. Residential Dwellings shall have a minimum of three cans (Refuse, Recycling, and Green/Organics).

B. The minimum size design criteria of one can shall be 28" wide by 35" deep (96 Gal Can).

Automated can dimensions

Cans	Size (H x W x D)	
	inch	feet-inches
32 gallon	38 x 20 x 24	3'2" x 1'8" x 2.0'



8.2.2 Automated Can Storage

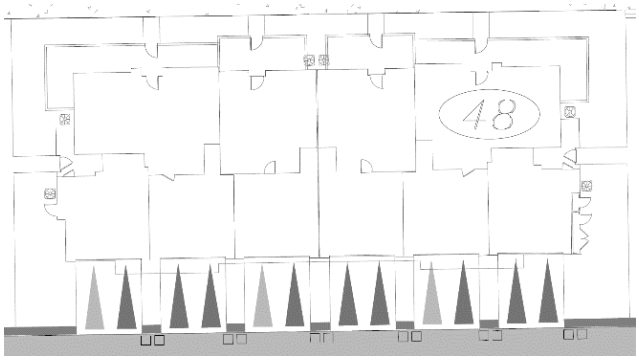
A. Residential Dwellings that do not have landscaping shall require a minimum storage area of 36" x 60" to accommodate three automated cans (Refuse,Recycling, and Organic Waste (Green Waste)).

B. Residential Homes that have private landscaping shall require a minimum storage area of 36" x 96" to accommodate three containers: Refuse, Recycle, and Organic Waste (Green Waste).

8.2.3 Automated Can Access

A. External Refuse, Recycling, and Organic Waste (Green Waste) container storage shall be located in an interior courtyard, or rear or side yard with appropriate access.

8.2.4 Automated Can Collection Location Standards



A. External Refuse, Recycling, and Organic (Green Waste) Waste container storage shall be located in an interior courtyard, or rear or side yard with appropriate access.

B. Automated cans shall not be stored in a location that is visible from the street, in front or street side yard, or in required parking areas.

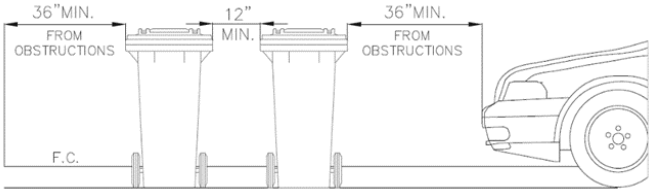
C. Automated cans shall not be stored in the alley except as specified for collection.

D. Automated cans shall be serviced in front of the property on public access roads.

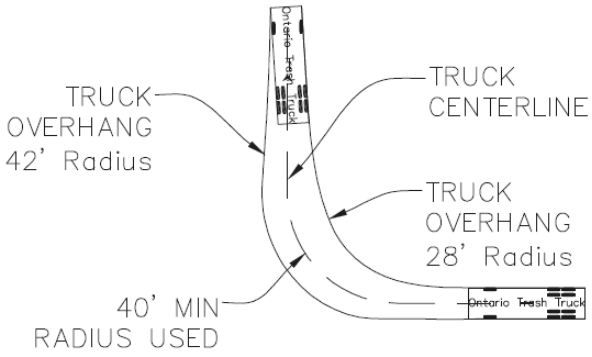
E. If the service location does not have a public road it shall be assigned a designated service location on a public road.
F. Designated automated can locations shall leave ample space for the solid waste collection vehicle to service the property.
G. The maximum travel distance for a resident to travel with the automated can shall be 150 feet.

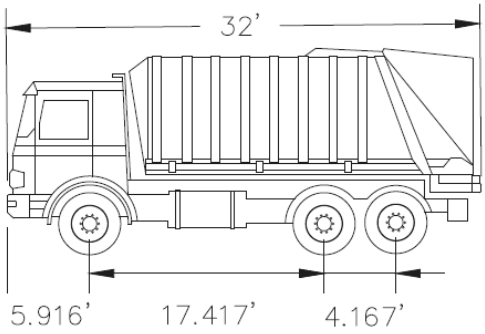
8.2.5 Automated Can Collection Staging Area

A. The City will service automated cans on the scheduled day of the week.
B. Automated cans shall be located at the designated can collection area at the time of collection.



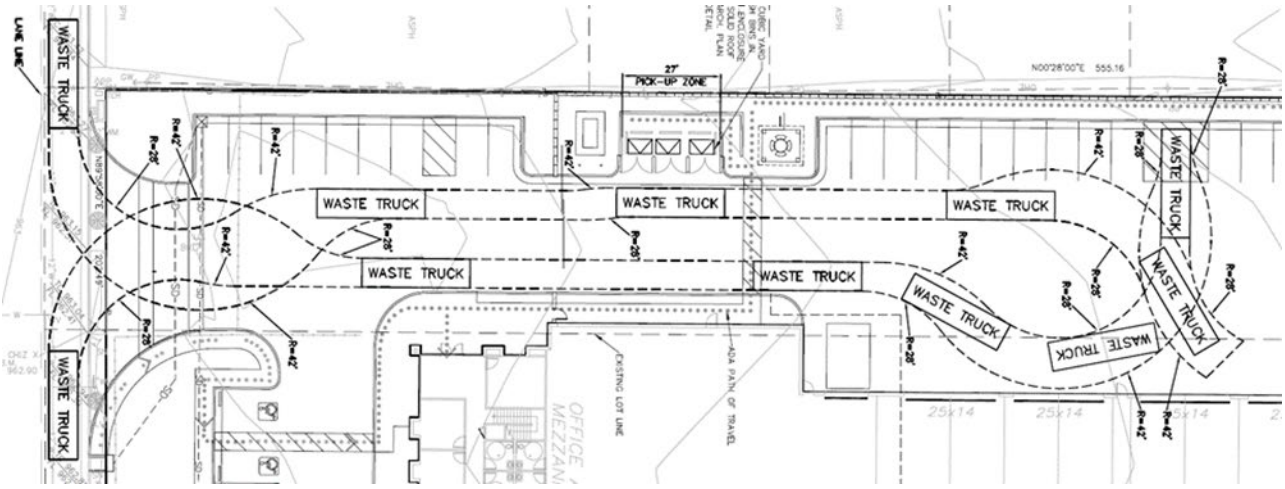
8.2.6 Circulation: Solid Waste Collection Vehicle Standards





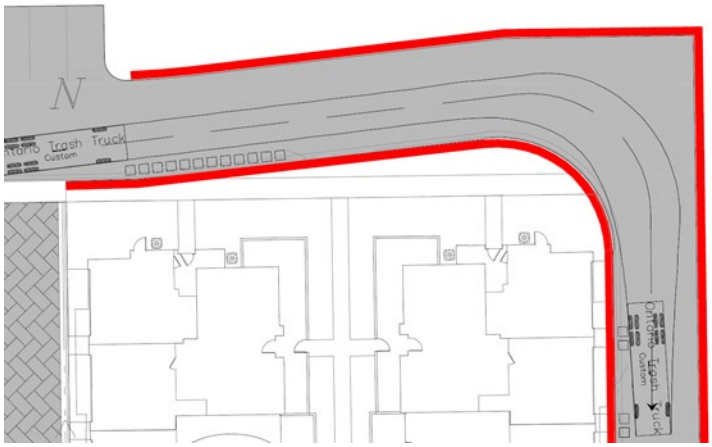
A. Refuse Vehicle Turning Radii
   - Inner Radius – 28 Feet
   - Outer Radius – 42 Feet
B. Refuse Vehicle Clearances
   - Height – 15 Feet
   - Width – 15 Feet

8.2.7 Circulation: Path of Travel



A. Path of travel must be a minimum of 25 feet in width and maintain adequate spacing to allow for turning radii and vertical clearance of the solid waste collection vehicle.
B. The path of travel shall illustrate the refuse vehicle entering, servicing, and exiting the service area.
C. Turning Radii shall be shown on the path of travel to demonstrate successful turn clearances.
D. Parked vehicles, waste containers, and other obstacles shall not obstruct travel path of solid waste collection vehicle or compromise the ability of the vehicle to safely service the containers.

8.2.8 Circulation: No Parking



A. "No Parking" striping or signs shall be placed where solid waste collection vehicles require the streets width to complete a turn.
B. Designated automated can locations shall be designated as "No Parking" via striping or signage to allow the solid waste collection vehicles to service all automated cans quickly and safely.
C. Parked vehicles shall not obstruct travel path of the refuse vehicle or compromise the ability of the solid waste collection vehicles to safely service the location.
D. Alleys must be a minimum of 25 feet in width and have adequate spacing to allow for a 28-foot minimum turning radius when making turns at 90-degree intersections in the alley.

8.3 Bin Standards

8.3.1 Bin Standard Sizes

A. The volume of waste generated by the proposed land use and project type shall determine the number of bins needed.

B. Properties with landscaping or other Organic waste shall have a dedicated bin for Organics (Green Waste).

Bin receptacle dimensions

	Size (H x W x D)	
Bins	inch	feet-inches
1.5 cy	44 x 81 x 34	3’8” x 6’9” x 2’10”
3 cy	60 x 81 x 46	5.0’ x 6’9” x 3’10”
4 cy	67 x 81 x 56	5’7” x 6’9” x 4’8”
6 cy	76 x 81 x 86	6’4” x 6’9” x 7’2”

8.3.2 Bin Storage and Access

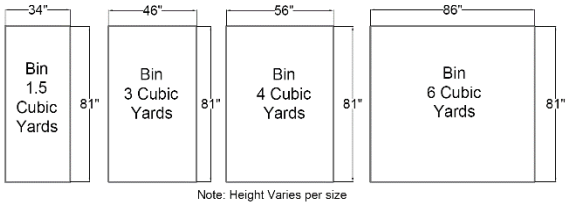
A. Bins shall be stored within Trash Enclosures on the project property.

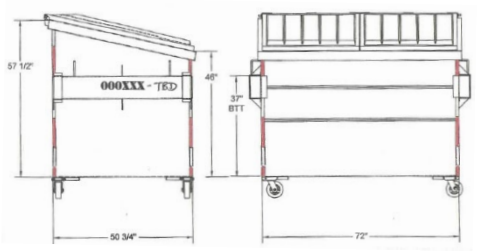
B. An ADA compliant pedestrian pathway is required for enclosures. This access path shall be independent of the service provider doors.

C. Enclosures shall be designed so that refuse and recycling bins may be accessed by the generator and serviced by the service provider without moving any other bins.

D. Pedestrian access shall be independent of service provider doors.

E. Enclosures shall be designed so that bin lids face the pedestrian access location.





F. Enclosures shall be designed with a roof or overhang at least 8 vertical feet from the ground. Enclosures shall be constructed with a solid roof that meets architectural and structural design criteria from the Planning and Building Departments.

G. A five-foot-wide concrete apron, with a 2% maximum pitch, shall be placed in front of all refuse enclosures to allow for safe and efficient removal of bins. No drainage V-ditches or catch basins shall be allowed within the five-foot apron.

H. Enclosures shall be screened with plant material whenever possible

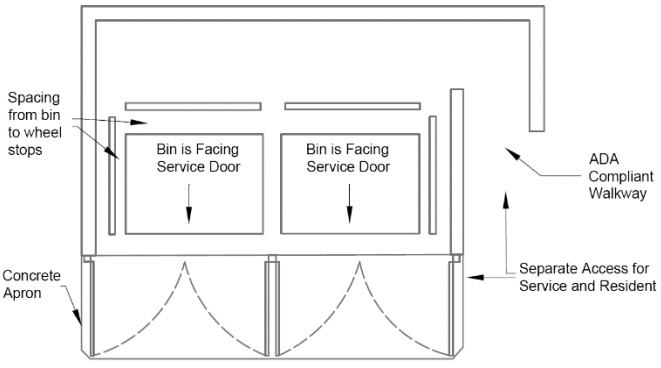
I. 6 YD bins are required to be placed outside of the bin enclosures, since they will not have any wheels attached to the bin.

8.3.3 Storage: Residential Bin Enclosure Standards

A. To encourage recycling, enclosures designed for a maximum of one (1) bin are prohibited. Enclosures shall allow for storage of recycling bins or cans in addition to refuse bins.

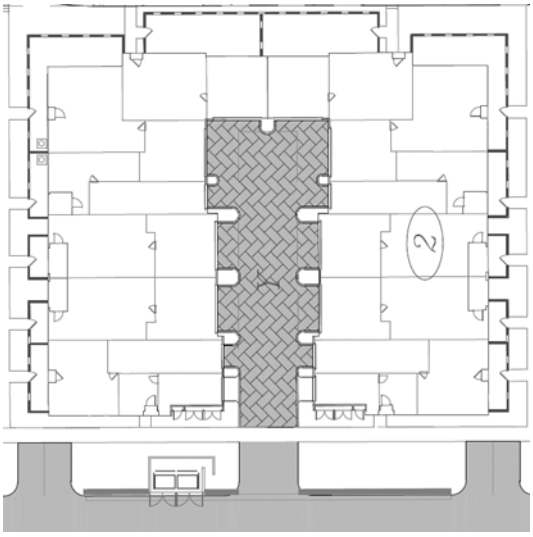
B. Gate stop bollards shall be installed to prevent enclosure gates from swinging into adjacent parking stalls.

C. Steel cane bolt sleeves shall be installed in the ground outside of bin enclosure gates to prevent gates from swinging shut.



D. Refer to City Drawing for Multi-Family Residential Refuse and Recycling Bin Enclosure.

8.3.4 Location: Residential Bin Enclosure



A. Trash Enclosures that serve pedestrians shall be located no further than 150 ft of the furthest unit that they serve.
B. All trash enclosures shall be located on major drive aisles within developments to achieve adequate circulation of solid waste collection vehicles.
C. Enclosures shall be located so that solid waste collection vehicles can pull to within 5 feet of gates.
D. Enclosures located closer than 5 feet to an adjacent structure shall be protected by automatic fire sprinklers approved by the City of Ontario Fire Department.
E. If the service location does not have a public road it shall be assigned a designated service location on a public road.

8.3.2 Bin Collection Staging

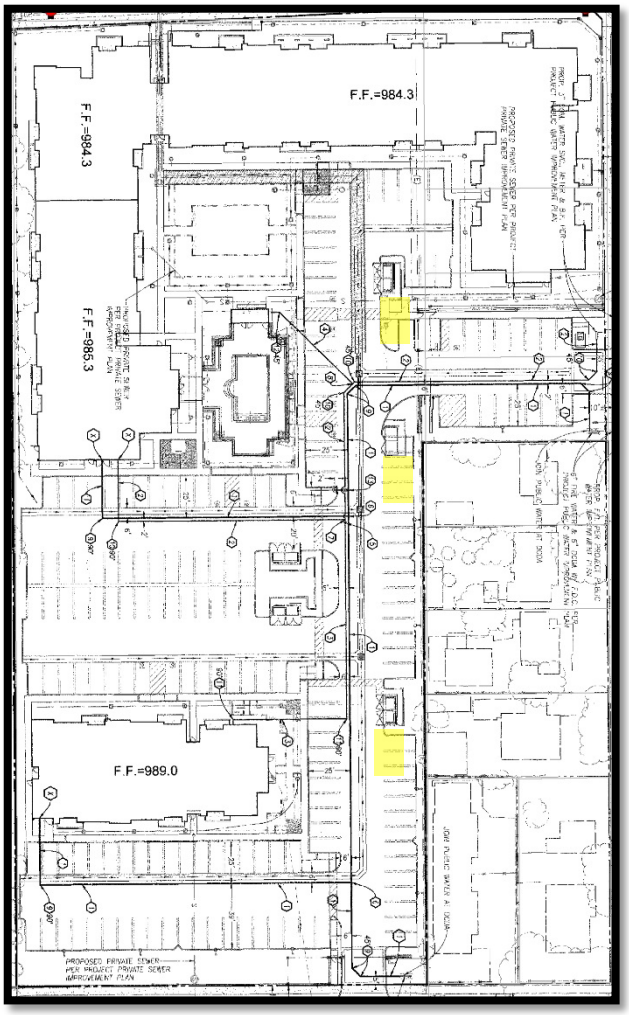
A. The City will service bins on the scheduled days of the week.
B. There shall be no obstruction to the bin enclosure during the scheduled collection time.
C. Bin collection shall be performed on the concrete pad adjacent to the trash enclosure.
D. Vertical and Horizontal clearance shall be provided to allow for front load bin collection operation.

8.3.3 Bin Collection Circulation

A. All paths of travel for waste collection services shall meet the circulation requirements for automated cans.

8.3.4 Location: High Density Residential Trash Enclosure

A. All trash enclosures shall be located on major drive aisles within developments to achieve adequate circulation of solid waste collection vehicles.
B. Enclosures shall be located so that solid waste collection vehicles can pull to within 5 feet of gates.
C. Enclosures located closer than 5 feet to an adjacent structure shall be protected by automatic fire sprinklers approved by the Ontario Fire Department.
D. Each Staging Area shall be accessible to the Overhead Loading Solid Waste Vehicles meeting those Vehicle Access Standards.
E. The Total of all the Staging Areas shall be sufficiently sized to temporarily locate all Bins onsite for collections and shall not compete/conflict with parking or vehicular traffic.

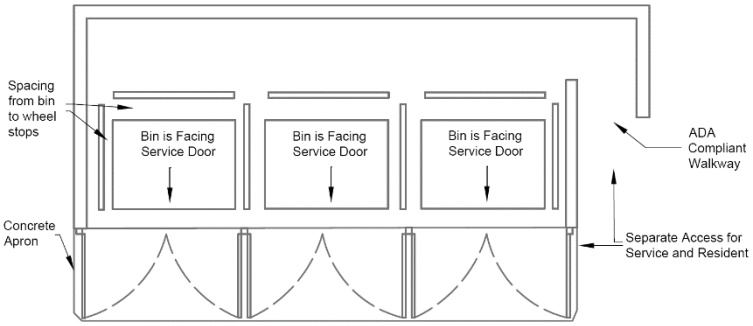


8.3.5 Bin Staging Area Location Standards

8.3.6 Commercial/Industrial Bin Enclosure Standards

A. Pedestrian access shall be independent of service provider doors.

B. An ADA compliant pedestrian pathway is required for enclosures. This access path shall be independent of the service provider doors.



C. Enclosures must be designed so that Refuse, Recycled, and Organics bins may be accessed by the generator and serviced by the service provider without moving other bins.

D. Enclosures must be designed so that bin lids face the pedestrian access location.

E. Enclosures for service of commercial food preparation (i.e. restaurants and commercial kitchens) shall include a drain with a connection to the onsite sewer system directly upstream of a clarifier and/or grease interceptor. Enclosure shall also be sized adequately for a grease container.

F. To encourage recycling, enclosures designed for a maximum of one (1) bin are prohibited. Enclosures shall allow for storage of organic and recycling bins or cans in addition to refuse bins.

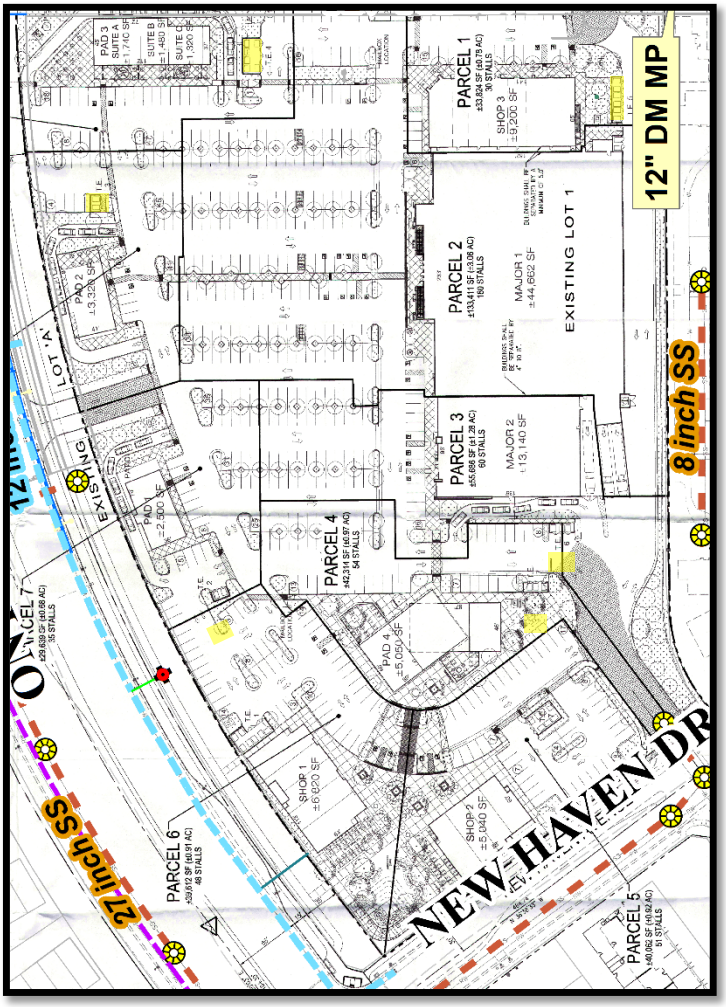
G. Gate stop bollards shall be installed to prevent enclosure gates from swinging into adjacent parking stalls. Steel cane bolt sleeves shall be installed in the ground outside of bin enclosure gates to prevent gates from swinging shut.

H. Enclosures must be designed with a roof or overhang at least 8 vertical feet from the ground. Enclosures shall be constructed with a solid roof that meets architectural and structural design criteria from Planning and Building Departments.

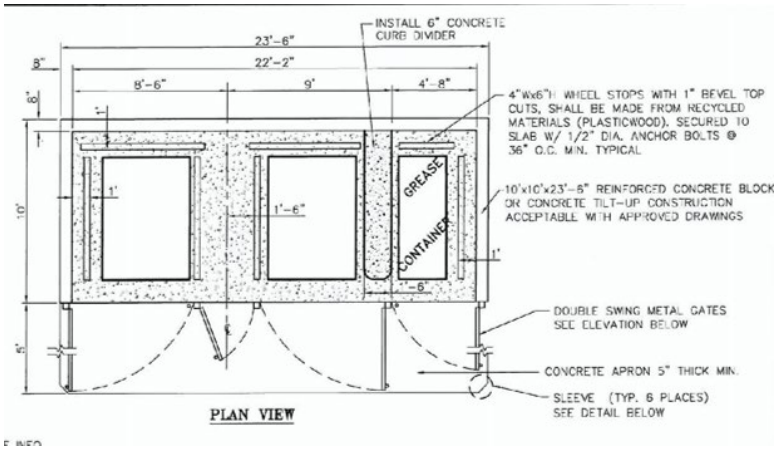
I. A five-foot-wide concrete apron, with a 2% maximum pitch, shall be placed in front of all refuse enclosures to allow for safe and efficient removal of bins. No drainage V-ditches or catch basins shall be allowed within the five-foot apron.

J. Enclosures shall be screened with plant material whenever possible.

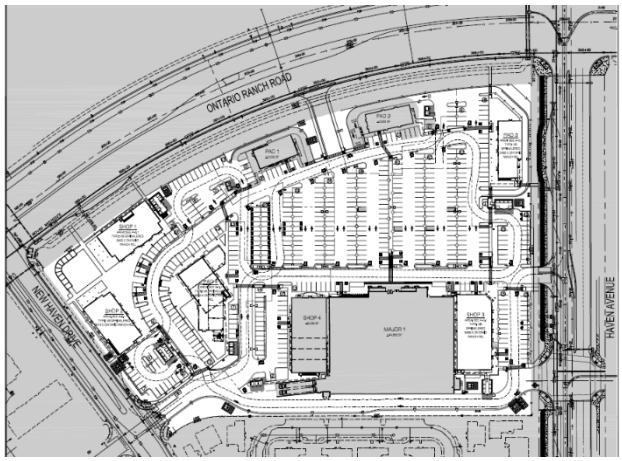
K. Refer to City Drawing for Commercial/Industrial & Commercial Food Service Refuse and Recycling Bin Enclosure.



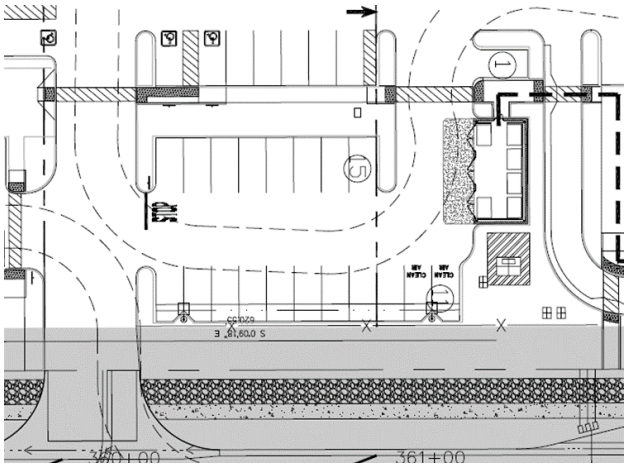
8.3.7 Commercial/Industrial (Grease Generator) Bin Enclosure Standards



A. Pedestrian access shall be independent of service provider doors.
B. An ADA compliant pedestrian pathway is required for enclosures. This access path shall be independent of the service provider doors.
C. Enclosures must be designed so that Refuse, Recycled, and Organics bins may be accessed by the generator and serviced by the service provider without moving other bins.
D. Enclosures must be designed so that bin lids face the pedestrian access location.



E. Enclosures for service of commercial food preparation (i.e. restaurants and commercial kitchens) shall include a drain with a connection to the onsite sewer system directly upstream of a clarifier and/or grease interceptor. Enclosure shall also be sized adequately for a grease container.
F. To encourage recycling, enclosures designed for a maximum of one (1) bin are prohibited. Enclosures shall allow for storage of organic and recycling bins or cans in addition to refuse bins.
G. Gate stop bollards shall be installed to prevent enclosure gates from swinging into adjacent parking stalls. Steel cane bolt sleeves shall be installed in the ground outside of bin enclosure gates to prevent gates from swinging shut.
H. Enclosures must be designed with a roof or overhang at least 8 vertical feet from the ground. Enclosures shall be constructed with a solid roof that meets architectural and structural design criteria from Planning and Building Departments.



I. A five-foot-wide concrete apron, with a 2% maximum pitch, shall be placed in front of all refuse enclosures to allow for safe and efficient removal of bins. No drainage V-ditches or catch basins shall be allowed within the five-foot apron.
J. Enclosures shall be screened with plant material whenever possible.
K. Refer to City Drawing for Commercial/Industrial & Commercial Food Service Refuse and Recycling Bin enclosure.
L. Customers who have grease traps in the enclosure area are required to have area cleaned and pressure washed quarterly.

8.4 Scouting Service & Collection Staging Areas

A. Scouting services may be used when an Overhead Loading Solid Waste Vehicles Collection Vehicles cannot service the location due to obstructions. This service will be subject to a fee.

B. It is preferred that the property contain one designated central staging area sized sufficiently to temporarily locate all waste containers on waste collection days.

C. Staging Area(s) shall be accessible to the Overhead Loading Solid Waste Vehicles and meet those Vehicle Access Standards.

D. The total of all the Staging Areas shall be sufficiently sized to temporarily locate all Bins onsite for collections and shall not compete/conflict with parking or vehicular traffic.

8.4.1 Scouting Vehicle Standards

A. Scouting Vehicle Turning Radii
- Inner Radius – 24 Feet
- Outer Radius – 30 Feet

B. Scouting Vehicle Clearances
- Height – 7 Feet
- Width – 8 Feet

C. Vertical clearance (Floor to Overhead Obstructions) shall be at a minimum of 8-feet.

8.5 Compacters

8.5.1 Horizontal & Vertical Compactor Size

A. The sizing of the Compactors are 10, 20, 30, and 40 CY.

B. Compactor units shall be compatible with current City of Ontario Refuse and Recycling collection equipment.

8.5.2 Horizontal & Vertical Compactors (collection)

A. Compactor units shall be compatible with current City of Ontario Solid Waste Collection equipment.

B. The City will service Compactor Bins on the scheduled day of the week.

C. Compactor bins shall have bottom channels.

8.5.3 Front Load Compactors

A. Compactor units shall be compatible with current City of Ontario Solid Waste Collection equipment.

B. Use container storage and vehicle access standards located in this section.

8.6 Roll Offs

A. The size of the Roll Offs are 10, 20, 30, and 40 CY.

B. Loading procedure for open top containers must adhere to including weight limits and leveling (no refuse above the rim of the open top).

8.6.1 Roll off Compactors

A. Compactor units shall be compatible with current City of Ontario Solid Waste Collection equipment.

B. Pad for containers shall be concrete. The concrete pad shall extend 1 foot along sides and 3 feet longer than container.

C. Requires an area of 15 feet by 85 feet for compactor, container and collection vehicle.

D. Bins are assumed to be located outside of the building footprint unless otherwise noted.
E. The customer is responsible to maintain compactor equipment in working order at all times.

DEVELOPMENT REVIEW DOCUMENTS
Conceptual Integrated Waste Management Report
Conceptual Solid Waste Handling Plan
Final Integrated Waste Management Report
Final Solid Waste Handling Plan
Business Recycling Plan
Construction and Demolition Recycling Plan
Trash Enclosure Building Permit

SECTION 9: DEVELOPMENT REVIEW PROCESS

The City's Development Review process includes building permit applications submitted to the Building Department and entitlement applications submitted to the Planning Department for new developments and land use. All applications submitted for development review are subject to the requirements of this Manual and shall demonstrate compliance with these requirements at the time of application.

Conceptual solid waste handling plans and integrated waste management reports shall be submitted and reviewed with entitlement applications. Final plans and reports shall be submitted and reviewed with precise grading permits, trash enclosure building permits, and tenant improvement building permits.

SECTION 10: POLICIES

Sole Permitted Hauler of Refuse

The City of Ontario is the sole permitted hauler of refuse waste with the City boundary. All development projects shall plan for and use City of Ontario refuse waste collection services. All refuse waste handling facilities shall be designed and built to conform to City standards and the requirements of this manual.

Mandatory Organics Recycling

All qualifying development projects shall comply with State and City regulations for the recycling of organics waste. Organics waste shall be separated from other waste and recycled by haulers at certified facilities. All qualifying projects shall plan for the collection of organics and demonstrate how organics waste is being handled.

Automated Can Service

Automated can service is only available to development projects that facilitate unit frontage collection staging areas. The City may require alternative services (e.g. Bin Service) for developments that do not provide unit frontage staging.

SECTION 11: DEVELOPMENT REVIEW SUBMITTALS

To ensure compliance with State Legislation and the City of Ontario's Municipal Code, while also meeting requirements of the Integrated Waste Department, all proposed development projects shall submit a Solid Waste Handling Plan and/or Integrated Waste Management Report. These documents are necessary to ensure proposed development projects comply with requirements of this Integrated Waste Planning Manual (IWPM) and will be serviceable by the Integrated Waste Management Department.

A Solid Waste Handling Plan (SWHP) is required for the review and approval of any proposed development project. The SWHP shall be submitted at the time of application for a new development from the Planning Department. The SWHP shall demonstrate how the site design accommodates the City's requirements for waste container service, storage, access, collection, and circulation. A Conceptual SWHP shall be submitted for review

during the project entitlement review process and a Final SWHP shall be submitted for review and approval with the Precise Grading Plan, prior to approval of any permits.

A SWHP may also be required during the pre-entitlement process if waste collection is determined to be a potential issue due to site design. The SWHP shall comply with the requirements of the IWPM and Integrated Waste Department. The SWHP shall also address all SWHP Requirements (See Appendices for Requirements) and is subject to final review and approval by the Integrated Waste Division Manager.

10.1 Integrated Waste Management Report

An Integrated Waste Management Report (IWMR) may be required to be submitted for the complete review and approval of a proposed development projects. The report shall present project-specific information for the integrated waste planning for the site. The report shall include a copy of the business recycling plan and the SWHP. The report shall be submitted at the time of application for a new development from the Planning Department. The IWMR shall address all IWMR Requirements (See Appendices for Requirements) including the administrative aspects of integrated waste planning.
A Conceptual IWMR is required during the project entitlement review process and is subject to review and approval by the Integrated Waste Division Manager.

10.2 Trash Enclosure Permit

The City of Ontario requires all projects that will utilize bin service to submit a trash enclosure permit at the time of application for a building permit from the Building Department. A separate stand-alone building permit for the design and construction of a new or modified trash enclosure is required for the construction of any trash enclosure. The trash enclosure permit shall include a site plan, a copy of the approved SWHP, the structural design of the enclosure, and details showing the enclosure layout and collection staging area. The structural design shall comply with the requirements of the Building Department and the Integrated Waste Dep

10.3 Construction and Demolition Recycling Plan

The City of Ontario requires all qualifying building and demolition permit applicants to submit a Construction and Demolition Recycling Plan prior to issuance of any building permit. The applicant must estimate how they will recycle 65% of the waste generated from the project and must demonstrate the results at the completion of the project. The plan shall be submitted at the time of application for a permit from the Building Department.
Reference: Municipal Code Sec.6-3.602

SECTION 12: VARIANCES

If a proposed development project cannot comply with the requirements of the Integrated Waste Planning Manual, a variance may be submitted for the review of the Integrated Waste Management Department. Variances may be considered on a case-by-case basis when all other options have been exhausted and is subject to final review and approval by the Integrated Waste Division Manager. See Appendices for Variance Form.

SECTION 13: APPENDICES

Appendix A: Regulation References

Appendix B: Standard Drawings

Appendix C: Construction & Demolition Recycling Plan (CDRP) Instructions And Form

Appendix D: Solid Waste Handling Plan (SWHP) Requirements

Appendix E: Integrated Waste Management Report (IWMR) Requirements

Appendix F: Commercial Recycler Collection Permit Application

Appendix G: Variance Request Form

Please Note: These attachments are for reference only. Please check the City's website for the most current documents and information.

APPENDIX "A"

REGULATION REFERENCES

State Code

California Department of Resources Recycling and Recovery (also known as CalRecycle)

https://www.calrecycle.ca.gov/Laws/

County Code

http://www.ci.san-bernardino.ca.us/residents/municipal_code.asp

City of Ontario Municipal Code

https://www.ontarioca.gov/MunicipalCode

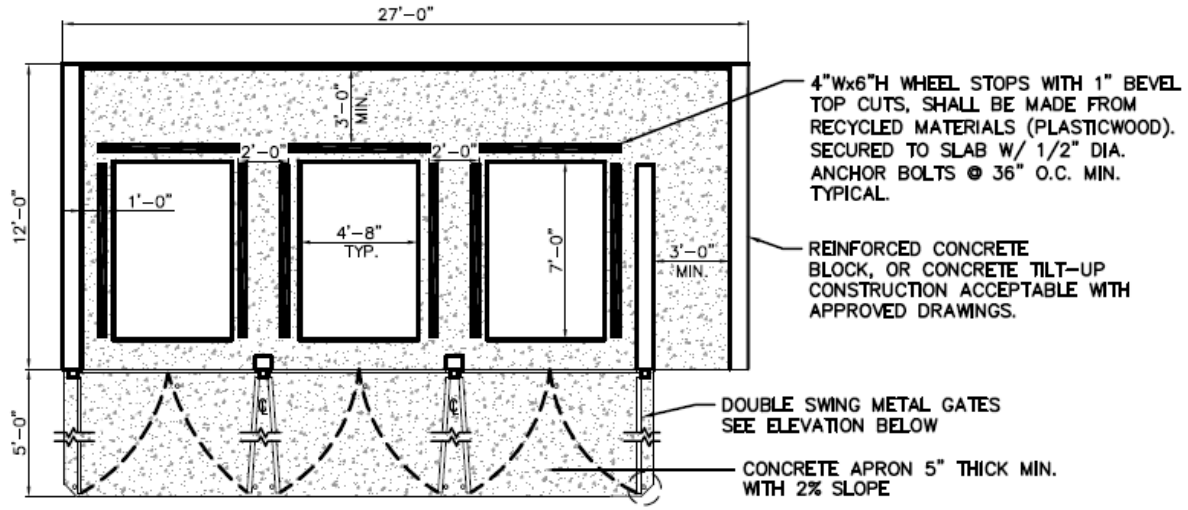
References:

Integrated Solid Waste Management: *Ontario Municipal Code Title 6, Chapter 3*

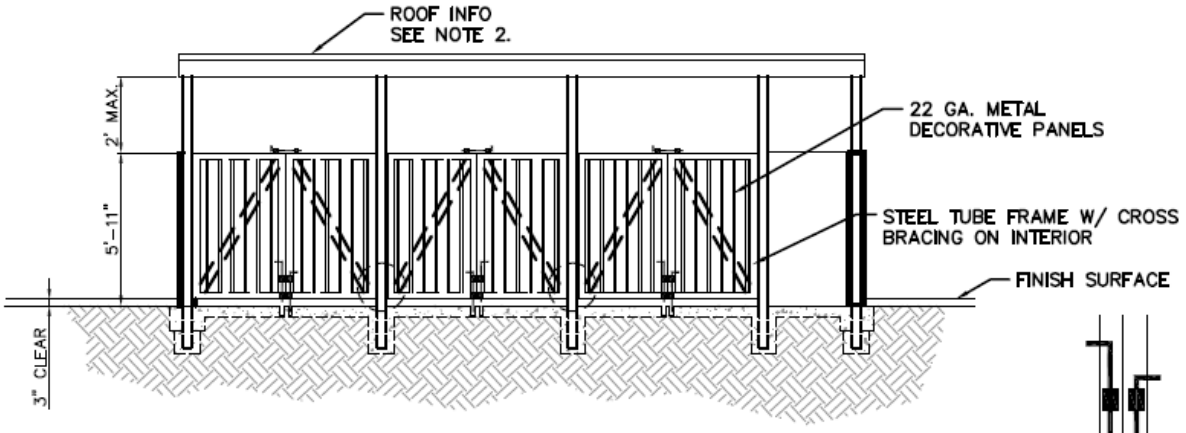
Fats, Oils, and Grease: *Ontario Municipal Code Title 6, Chapter 7*

APPENDIX "B"

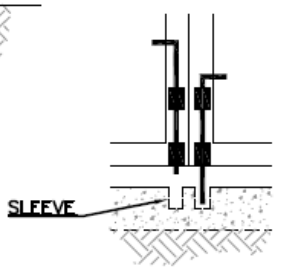
STANDARD DRAWINGS



PLAN VIEW



ELEVATION



SLEEVE DETAIL

NOTES:

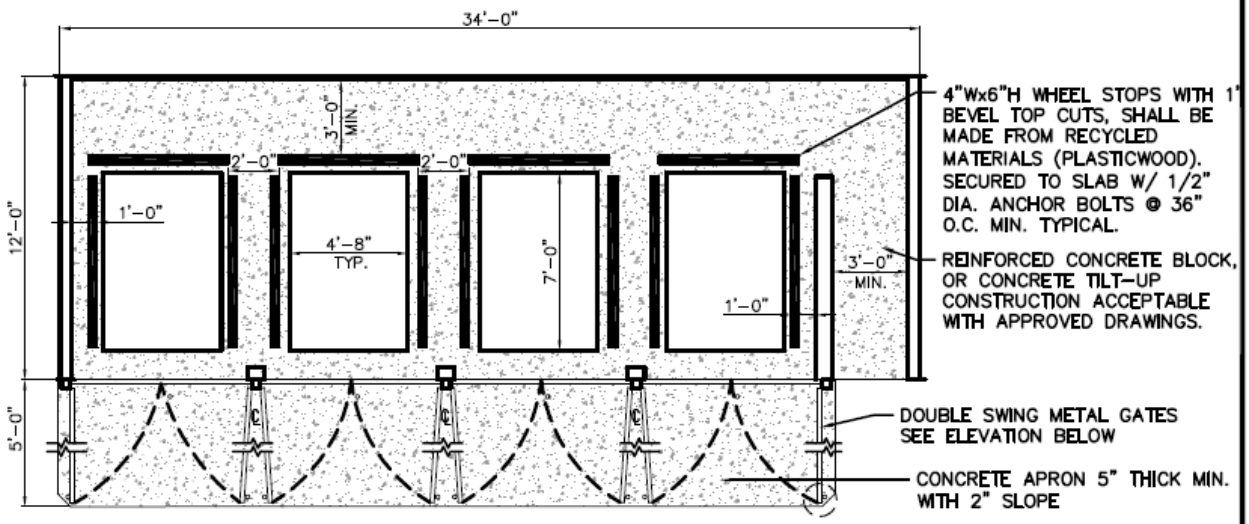
① THIS DRAWING SERVES AS A GUIDELINE TO THE TRASH ENCLOSURE BIN LAYOUT. PLANS MUST BE SUBMITTED TO THE BUILDING DEPARTMENT FOR REVIEW AND APPROVAL TO MEET CURRENT BUILDING CODES.

② SOLID ROOF TO MEET ARCHITECTURAL AND STRUCTURAL DESIGN CRITERIA FROM PLANNING AND BUILDING DEPARTMENTS.

CITY OF ONTARIO - INTEGRATED WASTE DEPARTMENT

EXAMPLE 1

COMMERCIAL/INDUSTRIAL REFUSE, RECYCLING, AND ORGANICS ENCLOSURE (THREE 4 CU. YD. BINS)



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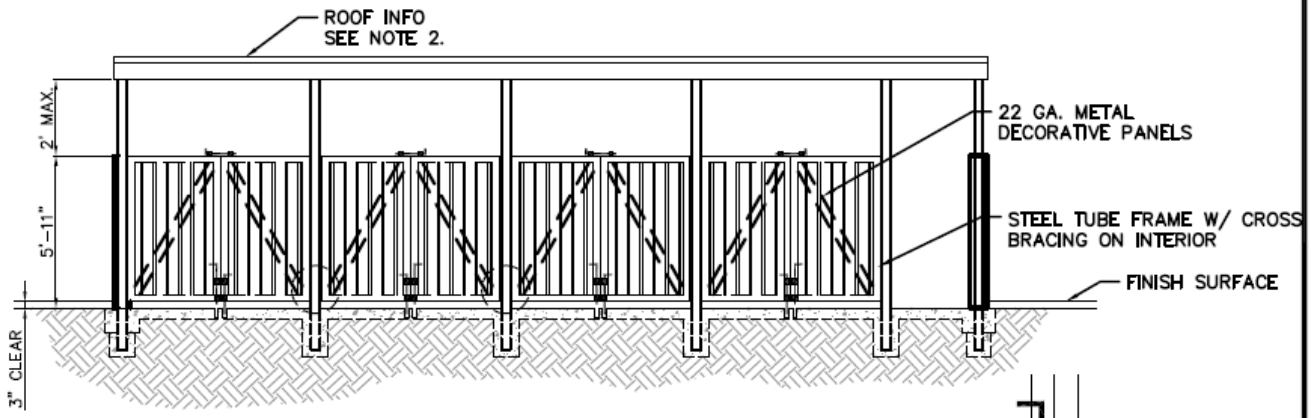

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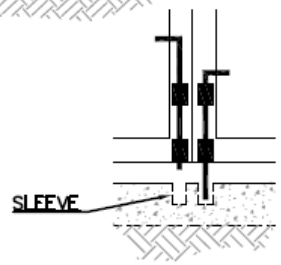

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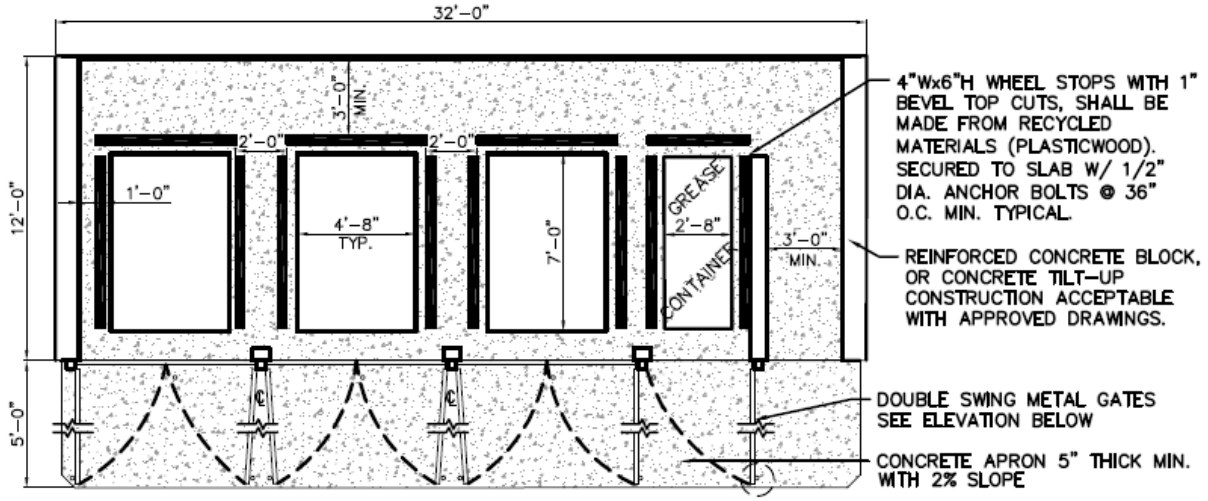
CITY OF ONTARIO - INTEGRATED WASTE DEPARTMENT

EXAMPLE 2

COMMERCIAL/INDUSTRIAL REFUSE, RECYCLING, AND ORGANICS ENCLOSURE (FOUR 4 CU. YD. BINS)



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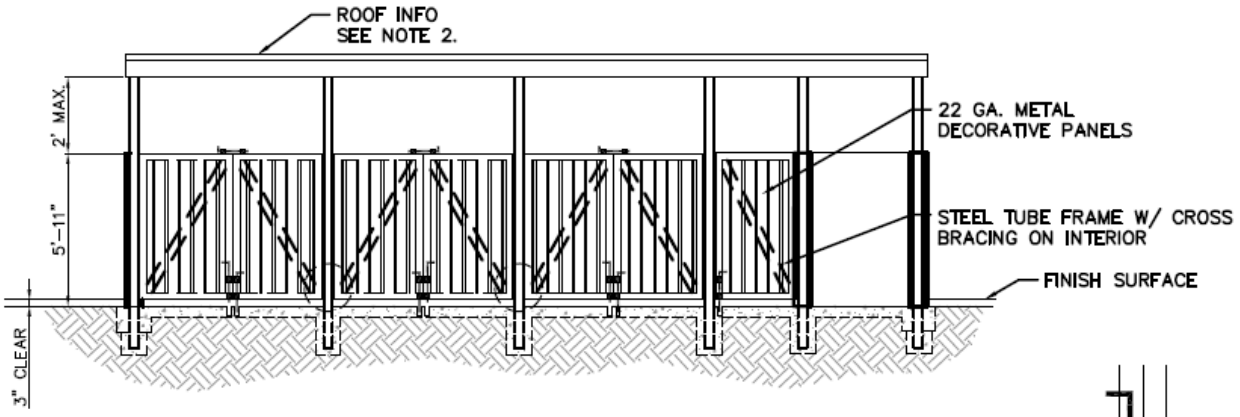

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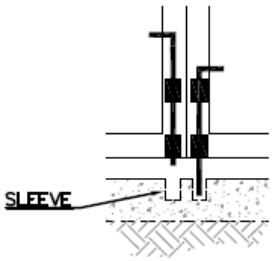


SLEEVE DETAIL

NOTES:

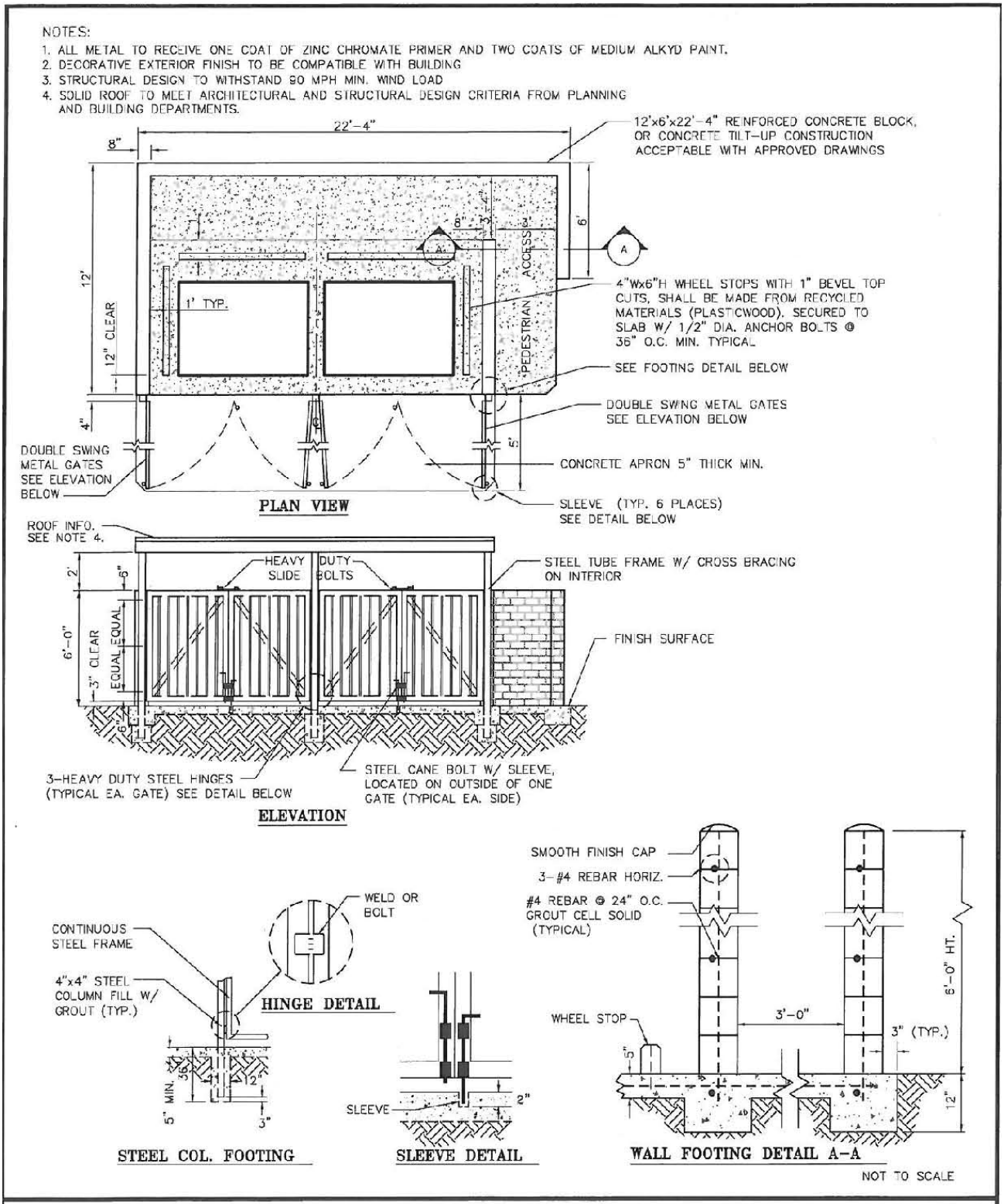
① THIS DRAWING SERVES AS A GUIDELINE TO THE TRASH ENCLOSURE BIN LAYOUT. PLANS MUST BE SUBMITTED TO THE BUILDING DEPARTMENT FOR REVIEW AND APPROVAL TO MEET CURRENT BUILDING CODES.

② SOLID ROOF TO MEET ARCHITECTURAL AND STRUCTURAL DESIGN CRITERIA FROM PLANNING AND BUILDING DEPARTMENTS.

CITY OF ONTARIO - INTEGRATED WASTE DEPARTMENT

EXAMPLE 3

COMMERCIAL FOOD SERVICE REFUSE, RECYCLING, & ORGANICS ENCLOSURE (THREE 4 CU. YD. BINS AND GREASE CONTAINER)



CITY OF ONTARIO

MULTIFAMILY OR COMMERCIAL REFUSE AND RECYCLING ENCLOSURE (TWO 4 CU. YD. BINS)

APPENDIX "C"

CONSTRUCTION & DEMOLITION RECYCLING PLAN (CDRP) INSTRUCTIONS AND FORM

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/ Pellets	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 Total Generated	B Reused	C Recycled	D Disposal	E Destination Name & Address	F 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: _____

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

APPENDIX "D"

SOLID WASTE HANDLING PLAN (SWHP) REQUIREMENTS

The SWHP shall meet, at a minimum, the following requirements:

1. SWHP Content and Format: The Solid Waste Handling Plan shall demonstrate compliance with the Services Standards in the City's Solid Waste Planning Manual (available online at: http://www.ontarioca.gov/government-departments-municipal-utilities-company/integrated-waste) and shall contain, at a minimum, the following elements:

    a. A statement identifying the Service Requirements being used (e.g. Single Family Detached with automated cans, Multi-family/ Commercial/Industrial with bins and enclosures, etc.) and describing the solid waste handling operation (*for instance, will there be scouting services, etc.)*.

    b. A table utilizing the metrics on Page 8 of the Planning Manual and calculating the volume (gallons or cubic yards), quantity, and service schedule for each type of can and bin required for each Service Category (refuse, recycled, etc.).

    c. An Engineering Site Plan drawn to scale that shows:

        i. Minimum plan scale of scale of 1:100. Larger scales are preferred and should be scaled to fill the sheet and show as much detail as clearly as possible on one sheet; multiple sheets may be used if entire project area cannot fit on one sheet at 1:100 scale.

        ii. A detail of the Solid Waste Vehicle with dimensions and annotation that states the minimum turning radii and path of travel widths actually being used on the plan.

        iii. The Solid Waste Vehicle turning movements and paths of travel in each direction of travel and at all intersections. All paths of travel shall be 15 feet wide minimum.

        iv. All parking stalls and parallel parking spaces along all streets, alleys, or aisles.

        v. All proposed curbs and areas designated and striped/signed as "No Parking".

        vi. All proposed trash enclosures and the ADA paths of travel from the buildings.

        vii. A detail for each enclosure footprint delineating the number and size of the bins in order to demonstrate that the enclosure is adequately sized and oriented, if enclosures and bins are proposed.

        viii. All proposed locations of automated cans shown as a 26-inch by 26-inch can pad with 20-inches between can pads and 40-inches between can pads and Parking spaces, mailboxes and other obstructions (Can Collection Area). Can Collection Areas shall be located along designated paths of travel and cannot be located along dead end alleys, motor courts, driveways, or private streets; use multi-family standards for enclosures in these cases.

2. Can Collection Area (CCA) Locations: If CCAs are being proposed in lieu of bin enclosures for residential units located along dead end alleys, motor courts, driveways, or private streets, then the SWHP shall comply with the following requirements:

    a. CCAs cannot conflict or compete with potential parking areas. Proposed CCAs must be designated as "no parking" at all times with appropriate striping and signage.

    b. Each residential unit must have a designated CCA and each CCA must delineated with markings so that its location and the unit it is designated for are easily identifiable.

    c. Solid Waste Handling Plan shall include a detail showing how the CCAs will be delineated and identifiable.

3. Private Third Party Hauler: If any Solid Waste Collections are going to be provided by a private third party hauler, include on the SWHP:

    a. A statement describing the service.

    b. The names, contact information, and City of Ontario Commercial Recycler Collection Permit numbers of all private third party haulers. Note: all private third party organics and recycling haulers must be formally approved and permitted by the City of Ontario and meet City Code requirements, otherwise the City must provide the collection services. If the third party haulers do not have a City of Ontario Commercial Recycler Collection Permit, state if the third party hauler is charging a fee for service.

    c. Show & label staging and collection areas for private third party haulers.

APPENDIX "E"

INTEGRATED WASTE MANAGEMENT REPORT (IWMR) REQUIREMENTS

The IWMR shall meet the following minimum requirements:

The Integrated Waste Management Report shall address the management of all integrated waste (Refuse, Recycling, Organics, etc.) including, but not limited to: types of waste generated, amount of waste expected and the corresponding sizing of receptacles, all waste diversions, all staging and collection operations, any use of private haulers, and the property management regulations and practices for the site.

The IWMR shall demonstrate compliance with the latest version of the City's Integrated Waste Planning Manual (available online at: http://www.ontarioca.gov/government-departments-municipal-utilities-company/integrated-waste) as well as the applicable State regulations and shall contain, at a minimum, the following elements:

1. A discussion on the types of waste generated (refuse, recycling, green waste, organics, etc.) by all uses on the site and the generation rates and total waste for each type. If a final use is not known the applicant shall make a reasonable assumption of the land use expected or proceed as directed by the City.
2. A discussion on pre-treatment if the project will be required to use and install pre-treatment devices or services and an exhibit showing and labeling the location of the pre-treatment devices.
3. A discussion on the types of City Services that will be utilized and the sizing and number of receptacles (Bins, Compactors, etc.)
4. A discussion on waste that is diverted and the diversion services that will be used.
5. A table utilizing the metrics on Page 8 of the Planning Manual and calculating the volume (gallons or cubic yards), quantity, and service schedule for each type of can and bin required for each Service Category (refuse, recycled, etc.). The table shall include all waste that is diverted and the diversion service(s).
6. An exhibit(s) showing layout and architectural details for enclosures, compactors, roll-offs and non-standard containers proposed by the project. Include specification "cut" sheets for non-standard containers.
7. A discussion on the staging and collection operation and an exhibit identifying these locations on the site and any other relevant details. The discussion shall address circulation, accessibility, ingress, egress, pavement type, parking, the role of the property management association, and the role of private haulers or scouting services.
8. A discussion on private haulers describing their services and supplying the names, contact information, and City of Ontario Commercial Recycler Collection Permit numbers for each hauler. The discussion shall include an exhibit showing the staging and collection areas for private haulers.

   Note: All private third party organics and recycling haulers shall be formally approved and permitted by the City of Ontario and shall meet City Code requirements, otherwise the City shall provide the collection services. If the third party haulers do not have a City of Ontario Commercial Recycler Collection Permit, the discussion shall state whether the third party hauler is charging a fee for service or not.
9. A discussion on the proposed property management association, their role in the integrated waste management plan for the site and the by-laws and regulations that relate to integrated waste (no parking, solid waste collection day coordination, enforcement of the SWHP, etc.).
10. A discussion on any variances that are requested and the need for the variance along with any relevant exhibits.
11. Appendix: A copy of the Final Solid Waste Handling Plan (See City SWHP requirements).
12. Appendix: All exhibits and standard plans proposed for the project.
13. Appendix: A copy of the proposed association by-laws and regulations.
14. Appendix: A copy of the final Integrated Waste Variance Form (if a variance is requested).

APPENDIX "F"

COMMERCIAL RECYCLER COLLECTION PERMIT APPLICATION

CITY OF ONTARIO
COMMERCIAL RECYCLER COLLECTION PERMIT APPLICATION

Application Date : _____

Business Name: _____

Business Address: _____

_____

Phone Number: _____ **Fax Number:** _____

Website: _____

Number of Years in Business: _____ **Number of Ontario Clients:** _____

Division of Recycling Registration Number: _____

City of Ontario Business License Number: _____

Material Type	Estimated Annual Tonnage

Anticipated Destination and or end use of Materials Collected (Including contamination):

_____

_____

_____

Authorized Representative (Person to be contacted about this application):
Under penalty of perjury, I affirm that all information supplied in this application is true, accurate, and complete to the best of my knowledge, and I have read and understand the ordinance in its entirety.

Print Name: _____ **Title:** _____

Signature: _____ **Date:** _____

Phone Number: _____ **Email:** _____

Please mail or deliver this application to Ontario Municipal Services Center, 1425 S. Bon View Ave, Ontario, CA 91761, or fax (909) 395-2617.

City Use Only
Date Received _____ _____ Permit Number: _____
Approved: _____ Denied:
_____
Denial Reason: _____
_____
_____
Employee Signature: _____

CITY OF ONTARIO MUNICIPAL CODE

Sec. 6-3.502. Commercial collection of recyclables and other commodities.
Written authorization to collect recyclables within the City is required. This written authorization shall be in the form of a commercial recycler collection permit. No vested right shall be given by issuance of permits provided for in this section. The City reserves the right to establish by Municipal Code or in commercial recycler collection permits, requirements on collection for recyclables if deemed appropriate by the Administrator.

Sec. 6-3.503. Permit required.
Businesses seeking to provide services as a commercial collection recycler to collect and haul recyclables within the City shall obtain a commercial recycler collection permit.

Sec. 6-3.504. Permit application.
(a) Businesses seeking to obtain a commercial recycler collection permit shall complete and file with the City, prior to commencing collection efforts, an application on the forms prescribed by the City, and pay any applicable application fees. Any such business collecting recyclables in the City shall have a business license pursuant to OMC § 3-1.105 and if applicable, be registered with the Department of Conservation, Division of Recycling.
(b) Applicants may also be required to submit information related to the applicant's anticipated destination of material and potential annual tonnages as may be requested by the City to properly evaluate the permit application.
(c) The permit application may be denied if the applicant fails to establish to the City's satisfaction that the business has registered with the Department of Conservation, Division of Recycling, if applicable, has failed to obtain a business license, has failed to comply with the health and sanitation regulations of the City, San Bernardino County and the State of California, or if the applicant has, in the past, demonstrated an inability or unwillingness to comply with state or federal solid waste law, or the requirements set forth in this article.
(d) After evaluation of the data, the City Manager or his or her designee may issue a commercial recycler collection permit, subject to terms and conditions set forth in this chapter and as otherwise determined by the Administrator to be appropriate to comply with A.B. 939.

Sec. 6-3.505. Permit conditions.
(a) All permits shall be expressly subject to all provisions of this chapter and all other regulations, charges for use, term and fees established by the City. Commercial recycler collection permit conditions shall be enforced by the City in accordance with this chapter and all applicable county, state, and federal regulations.
(b) Any such business collecting recyclables in the City shall furnish, at a frequency established by the City, a report of the amount of recyclables and contaminated materials collected from within the City. The report shall contain the weight and type of recyclables collected the names and addresses of businesses from which the recyclables were collected, and the final destination of the recyclables collected. The report shall be submitted in a format necessary to meet state criteria. The report shall be considered late if submitted thirty (30) days after the date due. Failure to provide the report within thirty (30) days from the due date is hereby declared an infraction and subject to penalties listed in OMC § 1-2.01.
(c) All such businesses holding a commercial recycler collection permit shall keep recycling containers in good condition and free from graffiti. Recycling containers must be kept in a clean and sanitary condition and must be appropriately sanitized upon notification from the City.
(d) Such recycling containers, roll-offs, drop bodies or any other vessel to collect recyclables by businesses holding a commercial recycler collection permit must be placed according to the standards set by the City. Such commercial recycling containers shall not be placed in the public right-of-way. The recycling containers shall be placed in enclosure(s), which meet City standards when applicable.
(e) Recycling containers, roll-offs, drop bodies or any other vessel to collect recyclables by businesses holding a commercial recycler collection permit must be used exclusively for the collection of recyclable materials. Residual non-recyclable material must not exceed five percent (5%) in any vessel, as determined at the discretion of the Administrator.
(f) Each violation of this section will be considered an infraction and subject to penalties listed in OMC § 1-2.01, and will be considered by the City cause for revocation of the commercial recycler collection permit.
(g) Any future application for a permit by any user subject to an order of revocation will be considered by the Administrator after fully reviewing the records of the revoked permit. Such records may be the basis for denial of a new permit.
(h) The Administrator may issue a permit revocation order, whereby the user must comply with all directives, conditions and requirements therein within the time prescribed. The revocation order shall contain terms and conditions to ensure compliance with this chapter. The Administrator may revoke a permit when it is determined that a permit holder:
(1) Fails to comply with the terms and conditions of the permit, any provision of this chapter, an Administrative Order, or a Compliance Agreement;
(2) Knowingly provides a false statement, representation, record, report, or document to the City;
(3) Refuses to provide records or other documents required by the City to determine compliance with the permit or this chapter.
(i) Notice of hearing. When the Administrator has reason to believe that grounds exist for permit revocation, he or she shall give written notice thereof by personal delivery or by certified mail to the permit holder setting forth a statement of the facts and grounds deemed to exist, together with the time and place where the charges shall be heard by the Administrator's designee. The hearing date shall not be less than fifteen (15) calendar days or more than forty-five (45) calendar days after mailing of such notice.
(1) At the revocation hearing, the permit holder shall have an opportunity to respond to the allegations set forth in the notice by presenting written or oral evidence.
(2) After the conclusion of the hearing, the Administrator's designee shall make his or her determination and submit a written report to the Utilities General Manager setting forth a brief statement of facts found to be true, a determination of the issues presented, conclusions, and a recommendation. Upon receipt of the written report, the Utilities General Manager shall make his or her determination and should he or she find that grounds exist for permanent revocation of the permit; he or she shall issue his or her decision and order in writing within thirty (30) calendar days after the conclusion of the hearing by his or her designee. The written decision and order of the Utilities General Manager shall be sent by certified mail to the permit holder or its legal counsel/representative at the permit holder's business address.
(3) In the event the Utilities General Manager determines to not revoke the permit, he or she may order other enforcement actions, including, but not limited to, a temporary suspension of the permit, under terms and conditions that he or she deems appropriate.

Sec. 6-3.506. Appeal.
(a) Pursuant to OMC § 1-4.01 of Chapter 4, Title 1, any user, affected by any decision, action or determination made by the Administrator, may appeal in writing to the City Council by filing with the City Clerk a written notice of such appeal, setting forth grounds thereof. The appellant shall file such notice within fourteen (14) days after receipt of the notice of the administrative decision concerned.
(b) The order of the City Council shall be deemed final upon its adoption.
(c) If the user fails to appeal to the City Council, or the City Council fails to reverse or modify the administrative decision, the Administrator's administrative decision shall be deemed final.

Sec. 6-3.507. Public access to information and confidentiality.
(a) Any information in a permit holder's file, which includes but is not limited to permits, permit applications, questionnaires or manifests, shall be available to other public or governmental agency without restriction.
(b) If the disclosure of the permit holder's file or a portion thereof would divulge trade secrets or secret processes, the permit holder shall have the right to request that such information shall be kept confidential. Any such claim must be made at the time of submittal of the information by marking the submittal "confidential business information" on each page containing such information.
(c) Information which is demonstrated to be confidential shall not be transmitted to anyone other than a governmental agency bound by the confidentiality requirements of 40 CFR Part 2, for uses related to this chapter, and for use by the state or federal agency in judicial review.

Sec. 6-3.508. Commercial collection of recyclables, property owner responsibility.
For recyclables collected by businesses other than the City, the property owner shall be responsible for contracting with the recycling broker(s) or commercial recycling collector(s) for regular pick-up and collection of the recyclable materials. Recyclables shall not be permitted to accumulate such that a visual or public health and safety nuisance is created. The City shall have the authority to abate any such nuisance and charge the property owner, recycling broker, or commercial recycling collector for the expense of abating the nuisance.

APPENDIX "G"

VARIANCE REQUEST FORM

INTEGRATED WASTE VARIANCE REQUEST FORM

PROJECT NAME: _____

[State the type of project, location, land use, size, Specific Plan, and any other identifying information (e.g. 60,000 sf commercial development with restaurant and grocery tenants, etc.)]

PROJECT NUMBER: _____ DATE OF REQUEST: _____

(Parcel Map, Tentative Tract, or Tract Number)

ENGINEER OF RECORD: _____

(This form and any attachments shall be stamped and signed by the Engineer of Record. Provide a complete list of attachments in the appropriate sections below)

SECTION A - DETAILED DESCRIPTION OF REQUESTED VARIANCE:

[Include applicable design guideline section and any references (e.g. Master Plan, Standard Drawings) and list specific locations of the variances (e.g. locations)]

SECTION B - DETAILED JUSTIFICATION FOR REQUESTED VARIANCE:

[Provide justification and attach details, studies, calculations, exhibits, manufacturer's specifications, etc.]

RECOMMENDED FOR APPROVAL BY:

Engineer of Record's Signature & Stamp _____

Print Name _____ Date _____

Company Name _____

Company Address _____

Phone Number _____ Email _____

APPROVAL

Integrated Waste Director's Signature _____

Print Name _____

Date _____