

CITY OF MISSION VIEJO
CONSTRUCTION AND DEMOLITION PROGRAM
WASTE RECYCLING PROGRAM INFORMATION SHEET
 DEPARTMENT OF COMMUNITY DEVELOPMENT
 BUILDING DIVISION
 (949) 470-3054



The City of Mission Viejo's Construction and Demolition (C&D) Waste Recycling Program requires applicants for building permits to comply with the **City's Construction and Demolition Ordinance (Ordinance No. 04-225)** and/or the **California Green Building Standards Code (CALGreen) Sections 4.408, 5.408 and 5.7138.8.**

Applicants must recycle, reuse, and/or salvage all non-hazardous construction and demolition waste as required by these programs.

Depending on the type of project, the City's C&D Ordinance requires **75%** or more diversion of waste generated at some types of covered projects, while CALGreen requires a minimum of **65%** or more diversion of waste generated at all other construction projects.

The information below outlines the necessary steps to comply with these requirements. Please review this entire document to ensure you are familiar with the requirements.

C&D DIVERSION REQUIREMENTS

Most projects for which a building permit is required will require the diversion of C&D waste either as required by the **City's Construction and Demolition Ordinance** or the **California Green Building Standards Code (CALGreen)**. See the table below.

Type of Property	Type of Construction	Size/Type/Value of Construction	Diversion Requirement
Residential or Commercial	New Building, Alteration, Renovation, New Addition or Demolition (Whole or Portion of Building)	>250 sq. ft. of floor space AND valuation \geq \$10,000	75%+ diversion required
		<250 sq. ft. of floor space OR valuation <\$10,000	65%+ diversion required
	Re-Roof	With removal of existing roof	75%+ diversion required
		No removal of existing roof	No diversion requirement
	Plumbing, Electrical or Mechanical Work Only	>1 ton of waste	65%+ diversion required
		<1 ton of waste	No diversion requirement
	Seismic Tie-Downs	Any size project	No diversion requirement
	Prefabricated Accessories (Antennas, etc.)	Any size project	No diversion requirement
	Fencing	Any size project	No diversion requirement
	All Other Work	>1 ton of waste	65% diversion requirement
<1 ton of waste		No diversion requirement	

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COMPLIANCE OPTIONS

An applicant for a “covered project” can use **Option 1, 2, or 3** to comply with the 75%+ diversion requirement (City’s C&D Ordinance), or **Option 4** to comply with the 65%+ diversion requirement (CALGreen Standards Code).

Option 1	Use one or more construction bins provided by the City’s solid waste hauler, Waste Management, to dispose of C&D material generated by the project. <i>See Option 1 Compliance Steps below for further instructions.</i>
Option 2	Self-haul all construction and demolition debris generated at the project site to Sunset Environmental (Waste Management’s C&D processing facility). <i>See Option 2 Compliance Steps below for further instructions.</i>
Option 3	Self-haul all construction and demolition debris generated at the project site to a C&D recycling facility. <i>See Option 3 Compliance Steps below for further instructions.</i>
Option 4	This option is to be selected for projects that are <250 sq. ft. or have a valuation <\$10,000. <i>See Option 4 Compliance Steps for further instructions.</i>

Option 1 Compliance Steps (75% Diversion): Use one or more construction bins provided by Waste Management	
Step 1	Submit a signed C&D Options & Self-Certification Form stating you will use Option 1 to dispose of C&D material.
Step 2	Submit a Diversion Performance Deposit. The amount of deposit is based on the project.
Step 3	Use construction bins provided by Waste Management for the removal of C&D debris. Contact Waste Management at (949) 642-1191 to order construction bins. Provide Waste Management with your permit number and let them know you are using the construction bins to comply with Mission Viejo’s C&D Ordinance.
Step 4	Obtain copies of all receipts, weight tags, or invoices for all bins used.
Step 5	To receive a refund of the diversion performance deposit at the end of the project, submit all original gate receipts, weight tags, or invoices to the Building Division to provide proof of disposal by Waste Management. Requests for refunds should be submitted within six months from the date of project final; otherwise, your deposit may be forfeited.

Option 2 Compliance Steps (75% Diversion): Self-haul all construction and demolition to Sunset Environmental	
Step 1	Submit a signed C&D Options & Self-Certification Form stating you will use Option 2 to dispose of C&D material.
Step 2	Submit a Diversion Performance Deposit. The amount of deposit is based on the project.
Step 3	Self-haul C&D material to Sunset Environmental at 16122 Construction Circle East, Irvine. For information about Sunset Environmental, call Waste Management at (949) 642-1191.
Step 4	Obtain copies of all gate receipts, weight tags, and invoices for all loads delivered to Sunset Environmental.
Step 5	To receive a refund of the diversion performance deposit at the end of the project, submit all original gate receipts, weight tags, or invoices to the Building Division to provide proof of disposal at Sunset Environmental. Requests for refunds should be submitted within six months from the date of project final; otherwise, your deposit may be forfeited.

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Option 3 Compliance Steps (75% Diversion): Self-haul all construction and demolition debris to a C&D recycling facility.	
Step 1	Submit a signed C&D Options & Self-Certification Form stating you will use Option 3 to dispose of C&D material.
Step 2	Submit a Waste Diversion Plan (form provided by the City) that includes the following information: <ul style="list-style-type: none"> a) The vendor or the C&D facility or facilities that the permit applicant proposes to use to collect or to receive C&D waste. b) The estimated tonnage or volume of C&D waste, by materials type, that is expected to be generated by the project. c) The estimated tonnage or volume of C&D waste, by materials type, that may be salvaged, recycled, reused, or diverted from landfill disposal. d) The estimated tonnage or volume of C&D waste that is expected to be disposed of in a landfill.
Step 3	Submit a Diversion Performance Deposit. The amount of the deposit is based on the project.
Step 4	Pay the Administrative Fee.
Step 5	During construction/demolition, gather data for your Waste Diversion Report (due at completion of the project).
Step 6	Obtain all original weight tags, gate receipts, and/or invoices necessary to document actual quantities of materials generated, reused, recycled, and/or disposed of throughout your project from all facilities or service providers used for disposal of material.
Step 7	To apply for a refund of the diversion performance deposit, complete and submit a Construction and Demolition Waste Diversion Report, the previously approved Waste Diversion Plan, and all documentation gathered in Step 5 and Step 6. Unlike the Waste Diversion Plan, which is an estimate, the Waste Diversion Report documents your actual C&D tonnages. The Waste Diversion Report must be completed prior to the final inspection and the release of the diversion performance deposit. Please submit documentation within six months from the date of project final; otherwise, your deposit may be forfeited. If you fail to divert 75%, the Building Official may provide a partial refund if he determines a good faith effort to comply with the diversion requirements.

Option 4 Compliance Steps (65% Diversion): For projects that are <250 sq. ft. or have a valuation <\$10,000.	
Step 1	Submit a signed C&D Options & Self-Certification Form stating you will use Option 4 to dispose of C&D material.
Step 2	Divert C&D material generated during the project using one or a combination of the methods listed below: <ul style="list-style-type: none"> a) Self-haul C&D material to a processing facility of your choice. b) Contact Waste Management at (949) 642-1191 to order construction bins. (Mission Viejo has an exclusive agreement with Waste Management, so other haulers are not permitted to do business in the City. No bins from other companies may be placed on City streets.) c) Reuse or salvage C&D material.
Step 3	At the end of the project, submit all original gate receipts, weight tags, invoices, or other documentation to the Building Division to provide proof of diversion.

Please Note: Universal waste (such as batteries, e-waste, lamps, cathode ray tubes/glass and aerosol cans) are banned from the landfill and should not be disposed of in the trash. See attached Universal Waste Fact Sheet for more details regarding proper disposal.