

Construction & Demolition (C&D) Recycling Program

(DCMC § 15.64 Recycling and Diversion of Construction and Demolition Debris)

Updated 10/14/22

Many of the materials generated from construction and demolition (C&D) projects can be successfully diverted through recycling or reuse. Requiring the recycling of C&D materials, as a condition of building permits, will assist Daly City in complying with State law.

Through its Recycling and Diversion of C&D Debris Ordinance, Daly City requires a minimum of 65% of debris generated by certain C&D projects be recycled.

The ordinance requires a **refundable deposit** be submitted when the applicant applies for a covered project permit. As a condition of deposit return, Daly City requires documentation of recycling/ diversion activities be submitted at the project's completion (as evidenced by a final inspection).

The City must receive all refund requests no later than 180 days after the project is terminated or completed, or the deposit will be forfeited.

If an applicant performs demolition or construction without complying with the recycling requirements of the permit, the applicant's original deposit shall be forfeited.

At the completion of the job, the applicant (contractor) must document compliance with the C&D ordinance and CALGreen by submitting a C&D Deposit Refund Request, along with all recycling/disposal facility receipts and, if applicable, salvage receipts. Deposit refunds will not be processed until all documentation has been submitted and verified.

Projects Covered by the Ordinance and CALGreen

The C&D ordinance applies to the following:

- All **alterations** of a building when the value of the project **exceeds \$15,000**.
- All **new construction** of a building when the value of the project exceeds **\$25,000**. In addition to the ordinance, CALGreen applies to all new construction of a building regardless of project value.
- All roofing tear-offs greater than 100 square feet.
- All complete demolitions of a building.
- In addition to the ordinance, CALGreen requires 65% diversion for additions of 1,000 or more square feet.

Waste Management & the Waste Management Plan

For all covered projects exceeding \$30,000 in value, a C&D Waste Management Plan (WMP) must be submitted and approved prior to permit issuance. The applicant (contractor) will use the WMP to demonstrate maximum reuse and/or recycling of debris and other waste generated during demolition, new construction, roofing, landscape, and other construction projects.

Planning for Waste Management

Before starting an applicable demolition, construction, or remodeling project, the applicant must determine how to manage C&D debris and any excess building materials. Options to consider:

- Materials can be taken to an approved facility for recovery/recycling.
- Materials can be re-used or donated

A copy of the waste management plan can be [found here](#).

Deposit Required

The amount of the required C&D deposit is calculated as follows:

Type of Work	Deposit Amount
Complete Demolition	\$3,000
Roof Tear-Off	\$300
New Construction or Alteration	3% of project value
■ Residential	\$300 minimum, \$3,000 maximum
■ Commercial	\$300 minimum, \$30,000 maximum

Deposit Exemptions

The following projects are exempt from the C&D deposit requirement:

- Work for which a building or demolition permit is not required.
- New construction projects less than \$25,000 in value.
- Alteration projects less than \$15,000 in value.
- Roofing projects less than 100 square feet or do not include tear-off of existing roof.
- Work for which only a plumbing, electrical or mechanical permit is required.
- Seismic tie-down projects.
- Projects where no structural building modifications are proposed.
- Emergency demolition required to protect the public health and safety.

While not required, it is encouraged that at least 65% of all project-related C&D debris from exempt projects be diverted.

Deposit Refund

The C&D deposit less a \$91 administrative fee will be returned to the permit applicant with satisfactory proof that C&D debris has been diverted from disposal and has been recycled or reused or the C&D debris has been taken to an approved recycling provider. Failure to comply with the C&D requirements will cause deposit forfeiture.

Be sure the receipts reflect "recycling" by taking all debris to a facility that can recycle materials. What at the gate of any facility, be sure to tell them you would like to recycle the material and need a receipt. The receipt will indicate the material was either recycled or disposed of. If a debris box company handles all the waste, you will need to request to debris box company take your waste to an approved recycling facility and provide you with the appropriate receipts from those facilities.

Note: Republic Services is the only solid waste provider allowed to supply boxes within Daly City and you must request the materials be recycled in advance of pick up.

Once all documentation is collected (disposal receipts, actual weight tags, invoices, reports, or other records of measurement from recycling companies, deconstruction contractors, and/or landfill and disposal companies), review and follow all instructions given on the C&D Deposit Refund Request form to complete the refund process. Use a separate C&D Deposit Refund Request Form for each permitted project where a C&D deposit was paid. Refunds will also be granted for projects where the building permit applications is withdrawn or cancelled before any work as started.

The City must receive all refund requests **no later than 180 days after the project is completed** (as evidenced by a final inspection) or terminated.

A copy of the C&D Refund Request Form can be [found here](#).

Recycling Service Providers

A list of potential recycling service providers is available at the Building Division counter and online at <https://www.smcsustainability.org/waste-reduction/> (a program of San Mateo County).

Recycling facilities and haulers must be able to provide proof of recycling. If you intend to haul mixed debris, you must take it to an approved facility where it will be sorted and diverted from landfill.

Approved facilities for mixed C&D debris:

- Blue Line Transfer, Inc.
500 East Jamie Ct
South San Francisco
650.589.4020

- Recology San Bruno
101 Tanforan Ave
San Bruno
650.583.8536

- Shoreway Environmental Center
333 Shoreway Rd
San Carlos
650.802.8355

- Recology San Francisco
501 Tunnel Ave
San Francisco
415-330-1400

Approved Facility for mixed loads of crushed asphalt, concrete, and dirt:

- Ox Mountain Sanitary Landfill
12310 San Mateo Rd
Half Moon Bay
650.726.1819

If a debris box service is used, it is the applicant's responsibility to direct the debris box company (as with any hauler) where the debris should be hauled for recycling.

Note: Republic Services is the only solid waste provider allowed to supply boxes within Daly City and you must request the materials be recycled in advance of pick up.

FAQ

How do I complete the Waste Management Plan?

This form is typically completed by the contractor as they should be familiar with the C&D requirement and recycling facilities that are able to properly divert waste from landfill. The following information will be needed on the waste management plan.

Project Information	
Permit Number: 1	Date: 2
Project Address: 3	
Project Description: 4	

Recycling C&D Debris, Salvage, and Reuse	
Is this permit for demolition? <input type="checkbox"/> Yes <input type="checkbox"/> No 5	
Will you be using a hauling company or debris box company? <input type="checkbox"/> Yes <input type="checkbox"/> No 6	Hauling or debris box company name: 7
Will you be using a salvage company? <input type="checkbox"/> Yes <input type="checkbox"/> No 8	
What materials will be saved for use elsewhere? 9	
What materials will be reused on site and how? 10	

Recycling C&D Debris	
Mark all materials that will be generated from the project and the facility it will be taken to for recycling.	
Material	Name of Reuse, Recycling, or Disposal Facility
Mixed C&D	One compliance option is to take all loads of mixed C&D to an approved sorting facility where recyclables are sorted from a load of mixed waste. 12
Inerts	Asphalt 13
	Bricks
	Concrete
	Dirt
	Other inert solids

Documentation Author Certification	
I understand I am required by the City of Daly City Municipal Code Section 15.64 to salvage, reuse, or recycle a portion of all construction and demolition debris. This C&D Waste management Plan (WMP) demonstrates how I will satisfy these requirements. I agree to comply with the C&D Waste Management Plan as submitted and am the property owner or authorized agent of this project.	
Document Author Name: 14	Signature: 15
<input type="checkbox"/> Owner 16 <input type="checkbox"/> Architect <input type="checkbox"/> Contractor <input type="checkbox"/> Other:	
Company Name (if applicable): 17	Phone: 18

1. Permit number of your project
2. Date the WMP is completed
3. Project address of the permit
4. Brief description of the project (Addition of an ADU, bathroom remodel, etc.).
5. Unless this is specifically a DEMO permit, this should be marked 'No.'
6. Republic Services is the only approved provider of these services in Daly City.
7. See #6. Republic Services is the only approved provider of these services in Daly City.
8. If no materials are being picked up and salvaged for use elsewhere, mark 'No.'
9. If any material was saved for use elsewhere, i.e. wood or metal, list them where.
10. If any material was saved for reuse on this project, list them here.
11. Check off all material that will result from the construction.
12. Provide the name of the facility the material will be taken to.
13. Provide the estimated weight/amount of each material, and the facility it will be taken to if not the same as #10.
14. Printed name of the person who completed the waste management plan.

15. Signature of the person who completed the waste management plan.
16. Relationship of the person completing the WMP to the project.
17. Company name of the person completing the WMP, if applicable.
18. Contact number.

How do I complete the C&D Refund Request Form?

The information on your C&D Refund Request Form should match the information on your Waste Management Plan. Please note that the C&D deposit refund defaults to the contractor. Please refer to the next section in the FAQ for refunds that should be refunded to another entity.

Project Information	
Permit Number: 1	Date: 2
Project Address: 3	
Recycling C&D Debris, Salvage, and Reuse	
Recycling Facility: 4	Materials Recycled 5 <input type="checkbox"/> Mixed C&D <input type="checkbox"/> Inerts: Asphalt, bricks, concrete, dirt, other inert solids <input type="checkbox"/> Other: Cardboard, metals, wood, roofing, carpet, drywall, green waste
Was this permit for demolition? <input type="checkbox"/> Yes <input type="checkbox"/> No 6	
Did you use a salvage company? <input type="checkbox"/> Yes <input type="checkbox"/> No 7	
What materials were saved for use elsewhere? 8	
What materials were reused on site and how? 9	
Permit Applicant Certification 10	Change of Refund Recipient
I certify that the information provided with this refund request represents the disposition of the construction and demolition debris materials generated from this project in accordance with Daly City's requirements. Furthermore, I certify this information represents materials generated only from the project listed above.	To change refund recipient, permit applicant must complete this section. As permit applicant, I hereby direct any C&D refund to be issued to the name and address listed below. New recipient is the: <input type="checkbox"/> Contractor <input type="checkbox"/> Owner
Permit Applicant Name:	Permit Applicant Signature:
Permit Applicant Signature:	New Refund Recipient Name:
Company Name:	Company Name:
Phone Number:	Phone Number:
Mailing Address:	Mailing Address:

1. Permit number of your project
2. Date the refund request is completed
3. Project address of the permit.
4. Name of the facility or facilities the construction debris was taken to.
5. Mark all that apply.
6. Unless this is specifically a DEMO permit, this should be marked 'No.'
7. Mark as applicable or refer to your WMP.
8. Mark as applicable or refer to your WMP.
9. Mark as applicable or refer to your WMP.
10. Complete with the information of the refund recipient. If the refund is to be given to someone other than the contractor, refer to the next section in the FAQ.

What if I want the deposit to go back to someone other than the original applicant?

When completing the C&D Refund Request Form, have the permit application designate the recipient of the C&D refund by completing both sections at the bottom.

Permit Applicant Certification	Change of Refund Recipient
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Permit Applicant Name:	Permit Applicant Signature:
Permit Applicant Signature:	New Refund Recipient Name:
Company Name:	Company Name:
Phone Number:	Phone Number:
Mailing Address:	Mailing Address:

What should my C&D receipts look like?

Depending on the recycling facility used for the project, each receipt will look different. In general, we are looking for indication that the construction debris has been **diverted from landfill with a diversion rate of at least 65%**. The receipt should also show that the **material originated from Daly City** and have the weight of the material recycled. See below for an example of a qualifying receipt from Blue Line recycling.

```
Ticket: 1758850
Date: 10/4/2022
Time: 08:18:24 - 08:27:21

Customer: 0491800001/C.O.D
Truck: 73102L1
Truck Type: PU/PICKUP

Comment: ██████████

Gross: 4400 lb In Scale B
Tare: 4180 lb Out Scale C
Net: 220 lb

Tons: 0.11

Materials & Services
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Origin: 210/Daly City
Material: 6/C&D - 65% MIN DIVRSN
Quantity: 0.11 Ton
Rate: $175.00 Min
```

When will I get my refund?

The C&D refund should reach you by check on 4-6 weeks after your project is finalized. The check is made to and mailed to the permit applicant unless otherwise noted on your C&D Refund Request Form. Please ensure all information on the request is current and accurate to ensure the refund arrives in a timely manner.

Where can I find the forms to apply for my refund?

Forms are linked below for your convenience. You can also visit the **Forms** page on our website to access these files.

[Waste Management Plan](#)

[C&D Refund Request Form](#)

For more information: Contact the Building Division by email at buildingdivision@dalycity.org, or by phone at 650-991-8061.

