



City of Walnut Creek
Development Review Services
1666 N. Main Street, Walnut Creek, CA 94596
(925) 943-5834 phone (925) 256-3500 fax

Issued August 4, 2010

Revised 0 3/8/2022

Information Bulletin No. IB-030

CONSTRUCTION AND DEMOLITION DEBRIS RECYCLING PROGRAM

The State requires at least 65% reduction in landfill waste, or the amounts, criteria and requirements specified in the Green Building Code for the City of Walnut Creek, whichever is greater. In order to help meet this requirement, the City of Walnut Creek has initiated a construction and demolition materials recycling program. The following information will assist you in complying with this program.

These requirements are applicable to all "Covered Projects", which meet one or more of the following conditions:

- **New residential, multi-family, or commercial buildings; or**
- **Demolition is equal to or greater than 300 sq. ft. of surface area; or**
- **The project involves the construction or renovation of floor area greater than or equal to one thousand (1,000) square feet; or**
- **Total costs of the project are projected to be equal to or greater than \$50,000; or**
- **Existing residential and multi-family buildings where the addition or alteration increases the building's conditioned area, volume, or size, regardless of permit valuation; or**
- **Any Commercial additions and/or alterations, regardless of permit valuation.**

All phases of a project and all related projects taking place on a single or adjoining parcels shall be deemed a single project.

The Waste Management Plan (WMP) shall be completed using Green Halo systems.

There are five steps to complete recycling plans and the Waste Management Plan agreements (WMP) and the construction & demolition Waste Management Final Agreements (WMFA) electronically:

Step 1 – An E-mail will be send from GreenHaloSystems.com to the contact listed on the permit application. Add GreenHaloSystems.com to your email safe sender list to prevent messages being treated as junk or spam.

Step 2 – Log onto Walnut Creek's waste management tracking system Green Halo Systems here: www.greenhalosystems.com (Follow the link in the email from Green Halo to activate your project, or simply sign-in to your existing account.)

Step 3 – Read carefully the terms, complete and submit a WMP (agreement) online in Green Halo. This is required prior to the issuance of your permit.

Step 4 – Upload your dump receipts, invoices, photos or other relevant documentation as you go. Do not wait until the finish of the project to upload.

Step 5 – At project completion, click "Submit For Final" to deliver a completed WMFA to the City. This needs to be done & approved by the City prior to scheduling the final inspection or requesting a T.C.O. or C.O. Failure to do so may result in delays in scheduling. The selected method shall be used throughout the project.

Visit www.walnutcreek.wastetracking.com or call 1-888-525-1301.

The WMP shall indicate all of the following:



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1. Identification of all the materials you estimate will be recycled, salvaged or disposed; and
2. Identification of the handling procedure, approved hauler and/or destination of each material type (a list of certified facilities are available through Green Halo).

The WM Final can only be approved when the following condition have been met:

1. The WMP indicates that at least 65%, **OR** the amounts, criteria and requirements specified in the Green Building Code for the City of Walnut Creek, whichever is greater will be diverted.

A non-refundable administrative fee will be applicable for each "Covered Project". This fee shall be paid prior to the issuance of the permit.

Infeasibility Exemption

If an applicant for Covered Project experiences unique circumstances that make it infeasible to comply with the diversion requirement, the applicant may apply for an exemption at the time the WMP is submitted. **Increased costs to the applicant generally will not be a sufficient basis for an exemption**, unless such costs are extraordinary. The applicant shall indicate on the WMP the maximum rate of diversion he/she believes is feasible for each material and **the specific circumstances that he/she believes make it infeasible to comply with the diversion requirement**.

Reroof Material

Although roofing waste may not be as easy to recycle as cardboard or glass, there are a number of facilities that will take and recycle or reuse a variety of roofing waste materials within our region. Roofing waste types include:

- Concrete Roofing Tiles
- Built Up Roofing (Tar & Gravel)
- Clay Roofing Tiles
- Wood Roof Shingles
- Asphalt Roof Tiles

** All roofing waste types named here are recyclable at specified locations listed within the Green Halo website under Facilities.

Compliance with the WMP

Within 30 days after project completion of any Covered Project the applicant shall submit to the City all required receipts and documentation showing that the Diversion Requirement for the project has been met. If using Green Halo, the **receipts and documents shall be uploaded and submitted to the City via Green Halo for final Waste Management approval**. This documentation shall include all of the following:

1. Receipts from the approved facilities that collected or received each material showing the actual volume or weight of the material, clearly stating that the material has been recycled and showing the city of origin as Walnut Creek where the material was collected;
2. Any additional information the applicant believes is relevant to determining its efforts to comply in good faith with this ordinance.

The City will review the report and documentation noted above and a determination will be made the Applicant has complied with the Diversion Requirement as follows;

- Full compliance
- Good Faith Effort to Comply
- Noncompliance



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No Certificate of Occupancy, or other permits or approvals relating to the project site, shall be issued by the City until the above information has been provided to and approved by the City as either Full compliance or Good Faith Effort to Comply.

Noncompliance

Please note that if the required documentation is not submitted and approved by the City, or the applicant has not made a Good Faith Effort to Comply, the Applicant is in Noncompliance status and is in violation of the Walnut Creek Municipal Code and is liable for a civil penalty, or any other remedy provided in this ordinance. **This violation makes the Applicant liable to the City for a civil penalty of \$1,000, or 1% of the total cost of the project, whichever is greater. The project will not be approved, nor a Certificate of Occupancy issued, until the project is either in Full Compliance, meets the Good Faith Effort to Comply, or the civil penalty has been paid.**