

Debris Management Permit Instructions

A Debris Management Permit is required for all construction, demolition, or renovation projects, 40,000 square feet or greater in the unincorporated county of San Diego. If you are building a phased residential or commercial development, the 40,000 square feet applies to the total proposed build-out of the project.

The 5 Steps of a Debris Management Permit:

1. Submit a Debris Management Plan.
2. Submit a Performance Guarantee.
3. Recover/Recycle your C&D debris – keep a daily log to track all debris
4. Submit Quarterly Debris Management Reports and receipts.
5. Apply for a refund.

Step 1: The Debris Management Plan

The Debris Management Plan identifies the types and quantities of materials that will be generated by your project and will help you choose the appropriate recycling facilities and services. The plan must be completed by the contractor identified on your building permit and be submitted to the DPW Building Counter prior to building permit issuance. Use the Materials Conversion Table provided to convert estimated volumes to tons. If you are using subcontractors, inform them of the recycling requirements. The Debris Management Plan is available from the DPW Building Counter or at <http://www.sdcounty.ca.gov/dpw/recycling/cdfaq.html>

Submit the completed Debris Management Plan to:

- County of San Diego, Department of Public Works Planning Counter
5510 Overland Ave., Ste. 110
San Diego, CA 92123.

Step 2: The Performance Guarantee

The Performance Guarantee is a fully refundable guarantee and is based on the square footage of the permitted project. The amount is \$0.20 per square foot. The total amount will be listed on your building permit invoice and must be paid prior to the building permit issuance. The Performance Guarantee is calculated using the following table and should be paid to the Cashier at 5201 Ruffin Road.

Performance Guarantee Values

Building Segment	Guarantee per Sq. Ft.	Maximum Sq. Ft. Subject to Guarantee
Residential new construction	\$0.20	125,000 detached 100,000 attached
Non-residential new construction	\$0.20	40,000 commercial 75,000 industrial

Step 3: Recover/Recycle Construction and Demolition Debris

The ordinance requires that 90% of inerts and 70% of all other materials must be diverted from landfill disposal from your project. If you cannot meet these percentages, you may apply for an Infeasibility Exemption. The Infeasibility Exemption form is available at the DPW Counter or online at <http://www.sdcounty.ca.gov/dpw/recycling/cdfaq.html>

Before starting a demolition, construction, or remodeling project, determine how to manage construction and demolition debris and any excess building materials on site. You can use the required Debris Management Plan and the *Construction and Demolition Recycling Guide* to help determine where project materials will be recycled during the process. Recovering or recycling your project's debris will reduce the

amount of debris related to your project that is buried in a landfill.

Options include:

1. Debris can be source-separated on site or commingled and hauled off site to a sorting facility for separation and recycling. While source separation is generally preferable to commingling, there are pros and cons to both methods.
2. Materials can be re-used onsite or donated.
3. A combination approach: some materials can be taken to a facility for recovery/recycling and other materials can be re-used or donated.

Step 4: Quarterly Debris Management Reports

Applicable projects will need to submit quarterly debris management reports until the certificate of occupancy is issued. The reports must include an itemization of the debris from the project and receipts or other proof of how the material was recycled or reused. Use sample recycling receipt provided as a guide, if needed.

It is important to document how you are handling your project's debris and that you save all receipts. All landfill, transfer station and recycling facility receipts are required to receive a full refund of your Performance Guarantee. Keep a Daily Log (provided) to help you keep track of materials.

All loads that are taken to a landfill, transfer station or recycling facility, must inform the operator that the load is from a construction and demolition project. If a hauler is used, make sure your hauler is aware of the C&D recycling requirements and can provide you with the required receipts.

Quarterly Report Due Dates

Timeframe	Due Date
January to March	April 15
April to June	July 15
July to September	October 15
October to December	January 15

Step 5: Apply for a Refund

Applicants must submit a Final Debris Management Plan to calculate the final diversion rate for the project within 180-days of the issuance of the certificate of occupancy. The applicant will receive a full refund, plus interest, within 30 days of refund request if the following requirements are met.

- Submittal of the Final Debris Management Plan to:
Solid Waste Planning and Recycling
5201 Ruffin Road, Suite D
M.S. O-336
San Diego, CA 92123
- Submittal of all recycling receipts and quarterly reports, and
- Proof that 90% of inerts and 70% other materials were recycled or reused.

What if I do not meet all the refund criteria?

If the project did not meet the 90/70 recycling requirement, the applicant will receive a refund on a pro-rated basis with accrued interest depending on the degree of compliance within 30-days of the final submittal.

Contact and Help

Call (858) 694-2458 if you need any assistance or have questions about this process.