



**TO BE SUBMITTED WITH YOUR BUILDING PERMIT APPLICATION. SELECT THE OPTION YOU WILL FOLLOW.**

- OPTION 1:** I certify that I shall divert a minimum of 75% of C&D material through the use of construction bins (roll-off or low-boy containers only) provided by Waste Management for the removal of C&D debris.

Complete Page 1 Now and Pages 2 – 3 After Final

A deposit is required. Contact Waste Management of Orange County 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. **Make sure to obtain and upload to the City’s portal the original receipts, weight tags, or invoice for all bins used to obtain a refund of your diversion performance deposit. The documentation must state that the waste was considered “C&D” by Waste Management in order for the 75% diversion requirement to be met. If this is not on the documentation, the deposit will not be refunded.**
- OPTION 2:** I certify that I shall divert a minimum of 75% of C&D material by self-hauling all C&D material generated at the project site to Waste Management of Orange County.

Complete Page 1 Now and Pages 2 – 3 After Final

A deposit is required. Self-haul C&D material to Waste Management located at 16122 Construction Circle East, Irvine, 92606 only. Provide Waste Management with your permit number and let them know you are using their facility to comply with the City’s C&D Ordinance. **Make sure to obtain and upload to the City’s portal the original gate receipt or weight tags for all loads delivered to Waste Management to obtain a refund of your diversion performance deposit. The documentation must state that the waste was considered “C&D” by Waste Management in order for the 75% diversion requirement to be met. If this is not on the documentation, the deposit will not be refunded.** Waste Management’s phone number is (949) 642-1191.
- OPTION 3:** I certify that I shall divert a minimum of 75% of C&D material by self-hauling all C&D material generated at the project site to a C&D recycling facility.

Complete Pages 1 – 3 Now, and Complete Actual Quantities on Pages 2 – 3 After Final

A deposit is required. A nonrefundable \$100 administrative fee will be collected for this option pursuant to Municipal Code Section 6.10.1125 – Payment of administrative fee (Ordinance No. 04-225, §1, 10-4-04). **Make sure to obtain and upload to the City’s portal the original receipts, weight tags, or invoice for all loads delivered to a recycling facility to obtain a refund of your diversion performance deposit. The documentation must state that the waste was considered “C&D” by the disposal facility or that the material was recycled by the recycling facility in order for the 75% diversion requirement to be met. If this is not on the documentation, the deposit will not be refunded. If the documentation shows that the waste is designated as trash, municipal solid waste (MSW), or green waste, then the material was not recycled and the deposit will not be refunded.**
- EXEMPT:** I certify that this project is exempt from diversion requirements under the City’s C&D requirements per Municipal Code Section 6.10.1110, and I certify that I shall divert a minimum of 65% of C&D material generated from this project as required by CALGreen.

Complete Pages 1 – 3 Now

A deposit is not required. This option is only for projects that are <250 sq. ft. OR have a valuation of <\$10,000, or for lift and relay of existing roofs, <1 ton of MEP only work, seismic tie-downs, prefabricated accessories, fencing, OR <1 ton of waste for all other work.

**NOTE: Refunds will be processed after final inspection ONLY. Please do not submit your refund request prior to project final.**

I certify that I shall dispose of Construction and Demolition waste as specified above. I have six months from the date of project final to apply for a refund of the C&D deposit; otherwise, my diversion performance deposit may be forfeited.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Contact Phone No.: \_\_\_\_\_

Project Address: \_\_\_\_\_ Permit #: \_\_\_\_\_

Receipt #: \_\_\_\_\_ Amount Collected: \$ \_\_\_\_\_



**IF OPTION 1 OR 2 WERE SELECTED ON PAGE 1:**

- Complete pages 2 – 3 after final inspection.
- Submit completed pages 1 – 3 along with the documentation described on page 1 for City review to determine whether the deposit will be refunded.

**IF OPTION 3 OR EXEMPT WERE SELECTED ON PAGE 1:**

- Complete and submit pages 1 – 3 with your building permit application.
- For option 3, after final inspection, complete the “after construction” information in Sections 3 and 4 on pages 2 and 3, and submit completed pages 1 – 3 along with the documentation described on page 1 for City review to determine whether the deposit will be refunded.

**1. PROJECT AND APPLICANT INFORMATION**

*Complete this section and submit it with your building permit application if you selected option 3 or “Exempt.”  
 Complete this section after final inspection if you selected option 1 or 2.*

Owner’s Name: \_\_\_\_\_

Owner’s Telephone No.: \_\_\_\_\_

Type of Project:     New construction     Accessory structure or other addition     Renovation of existing structure  
                            Demolition                     Re-roofing with removal of existing roof     Other

Project Description: \_\_\_\_\_

Approx. Square Footage of Project: \_\_\_\_\_ Valuation of Project: \$ \_\_\_\_\_

Demolition Dates:            Start: \_\_\_\_\_ End: \_\_\_\_\_

Construction Dates:        Start: \_\_\_\_\_ End: \_\_\_\_\_

**2. EXEMPTION**

*Complete this section if “Exempt” was selected on page 1. Provide backup documentation with quantity estimates on page 3.*

Type of exemption requested:

- Project area is <250 square feet     Project valuation is <\$10,000     Lift and relay existing roof     Fencing  
 <1 ton of MEP only work             Seismic tie-downs                     Prefab. accessories  
 <1 ton of waste for all other work. Describe: \_\_\_\_\_  
 \_\_\_\_\_  
 Other. Describe: \_\_\_\_\_  
 \_\_\_\_\_

**3. MATERIAL HANDLING ESTIMATE AND SUMMARY**

*Complete the “Diversion Percentage Estimate” if you selected option 3 and submit this form with your building permit application.  
 Complete the “Actual Diversion Percentage” after final inspection if you selected options 1, 2, or 3.*

*Calculate the Column Totals A, B, C, and D using the table on page 3 under “Material Handling Estimate and Summary (Continued).”  
 Use the Materials Conversion Worksheet to help convert quantities to tons instead of cubic yards (CY), square feet (Sq. Ft.), etc.*

Diversion Percentage Estimate (Before Construction):

$$\text{Diversion Percentage Estimate} = \frac{\text{Column Total A}}{\text{Column Total A} + \text{Column Total B}} \times 100\% = \underline{\hspace{2cm}} \%$$

Actual Diversion Percentage (After Construction):

$$\text{Diversion Percentage Estimate} = \frac{\text{Column Total C}}{\text{Column Total C} + \text{Column Total D}} \times 100\% = \underline{\hspace{2cm}} \%$$



**3. MATERIAL HANDLING ESTIMATE AND SUMMARY (CONTINUED)**

Material	FOR OPTION 3 OR EXEMPT (Before Construction)			FOR OPTION 1, 2, OR 3 (After Construction)		
	Estimated tons Reused/ Recycled	Estimated tons Disposed (Landfill)	Proposed Destination (Disposal/ Recycling Facility)	Actual tons Reused/ Recycled	Actual tons Disposed (Landfill)	Actual Destination (Disposal/ Recycling Facility)
Asphalt/ Concrete						
Brick/ Masonry/ Tile						
Cardboard						
Wood						
Metals						
Landscape Debris (do not include dirt)						
Dirt						
Garbage/Trash						
Mixed C&D						
Other						
<b>Column Totals</b>	<b>A</b>	<b>B</b>		<b>C</b>	<b>D</b>	

<sup>1</sup>For option 1 or 2, 75% of the C&D waste is recycled (i.e., if 4 tons were disposed of, the actual tons reused/recycled is 75% of 4 tons, which is 3 tons, and the actual tons disposed is the remaining 1 ton.)

**4. VERIFICATION**

**FOR OPTION 3 OR EXEMPT (Before Construction)**

To the best of my knowledge, the estimates reported on this form are my best estimate of the disposition of the C&D materials.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR OPTION 1, 2, OR 3 (After Construction)**

To the best of my knowledge, the tonnage reported on this form is an accurate representation of the C&D materials generated.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**CONSTRUCTION AND DEMOLITION WASTE DIVERSION  
MATERIALS CONVERSION WORKSHEET**

MATERIAL	VOLUME	UNIT		TONS/UNIT		TONS
<b>Asphalt / Concrete</b>						
Broken Asphalt	_____	CY	x	0.7	=	_____
Broken Concrete	_____	CY	x	0.9	=	_____
Solid Slab Concrete	_____	CY	x	1.2975	=	_____
<b>Brick / Masonry / Tile</b>						
Broken Brick	_____	CY	x	0.7	=	_____
Whole Brick (Palletized)	_____	CY	x	1.512	=	_____
Broken Masonry Block	_____	CY	x	0.6	=	_____
Tile	_____	Sq Ft	x	0.00175	=	_____
<b>Building Materials</b> (doors, windows, cabinets, etc.)						
	_____		x	0.15	=	_____
<b>Cardboard</b> (flat)	_____	CY	x	0.05	=	_____
<b>Carpet</b>						
By Square Foot	_____	Sq Ft	x	0.0005	=	_____
By Cubic Yard	_____	CY	x	0.3	=	_____
<b>Carpet Padding / Foam</b>	_____	Sq Ft	x	0.000125	=	_____
<b>Ceiling Tiles</b>						
Whole (Palletized)	_____	Sq Ft	x	0.0003	=	_____
Loose	_____	CY	x	0.0875	=	_____
<b>Drywall (new or used)</b>						
1/2" (by Square Foot)	_____	Sq Ft	x	0.0008	=	_____
5/8" (by Square Foot)	_____	Sq Ft	x	0.00105	=	_____
Demo / Used ( by Cubic Yard)	_____	CY	x	0.25	=	_____
<b>Landscape Debris</b> (brush, trees, etc.)						
	_____	CY	x	0.15	=	_____
<b>Scrap Metal</b>	_____	CY	x	0.453	=	_____
<b>Unpainted Wood and Pallets</b>						
By Board Foot	_____	Bd Ft	x	0.001375	=	_____
By Cubic Yard	_____	CY	x	0.15	=	_____
<b>Garbage / Trash</b>	_____	CY	x	0.175	=	_____
<b>Dirt</b>						
By Cubic Yard	_____	CY	x	1.03	=	_____

				CONVERSION RATE		TONS
<b>Demolition</b>						
Complete Demolition	_____	Sq Ft of structure	x	40/2000	=	_____
Complete Demolition with Tile Roof	_____	Sq Ft of structure	x	47/2000	=	_____
Green Waste (trees, shrubs, turf, etc.)	_____	CY	x	0.25	=	_____
Mixed Debris (e.g., interior remodel)	_____	CY	x	0.2	=	_____
<b>Roofing</b>						
Asphalt Composition Shingle	_____	Roof Sq Ft	x	3/2000	=	_____
Wood Shingle/Shake	_____	Roof Sq Ft	x	2/2000	=	_____
Concrete / Clay Tile	_____	Roof Sq Ft	x	10/2000	=	_____
Roof Decking	_____	Roof Sq Ft	x	1.5/2000	=	_____
<b>Appliance / Equipment</b>						
Cook Top						0.015
Dishwasher						0.050
Refrigerator						0.075
Oven (single)						0.038
Trash Compactor						0.020
Water Heater (30 gallons)						0.025
Water Heater (40-50 gallons)						0.038
Bathtub (cast iron)						0.150
Bathtub (steel)						0.038
Sink (cast iron)						0.025
Sink (porcelain)						0.010
Sink (steel)						0.005
Toilet						0.020

**SAMPLE CALCULATION:** MATERIALS INCLUDING 100 SQ FT OF ROOF DECKING + 50 CY OF BROKEN BRICK + A CAST IRON BATHTUB WOULD CALCULATE AS: 100 SQ FT X (1.5/2000) + (50 CY X 0.7) + 0.150 = 0.075 + 35 + 0.150 = 35.225 TONS.

CY = Cubic Yards

Sq Ft = Square Foot

Bd Ft = Board Foot