

**City of Redlands**  
**Municipal Utilities Department**  
**SITE AND BUILDING RECYCLING PLAN**

Bldg./Demo. Permit No.	_____
Approved	_____
Not Approved	_____

# RETAIL REMODEL

Please answer the following questions:

Project Address:	<u>Redlands Strip Mall (Shoe Source, Book Express, The Espresso Bar)</u>
Name of Project Manager:	<u>John Doe</u>
Phone Number:	<u>(909) XXX-XXXX</u>
Cell Phone:	_____
Fax:	_____
Signature:	_____

1. Have you attached a copy of the site plan including the location and design of the recycling and trash enclosure(s)?  Yes  No (4.1 – 4.5)
2. Does the site plan identify the flow of materials through the facility? (5.3)  
 Yes  No Please include a description below of how recyclable materials and trash will flow from interior points of collection to the exterior dumpsters or containers.

Blue Recycling Containers will be placed in the following interior areas for collection of recyclables:

- ☐ Underneath the register counters of each of the three stores.
- ☐ A 32 gal. can for commingled recyclables in the Kitchen area of the espresso shop.
- ☐ A 32 gal. container next to the wall of the front door of the espresso shop for customers to recycle newspapers, bottles and cans.
- ☐ A 32 gal. can for cardboard and commingled recyclables in the back rooms of the shoe shop and bookstore.

The business managers will assign their respective personnel to empty the recycling containers on a daily basis. The contents of the interior recycling containers will be deposited in the recycling dumpster which will be kept locked except for when recyclables are being deposited.

3. What actions will be taken to educate the tenants or employees of the facility about the benefits of recycling and how to recycle? Please include references to signage and promotional literature. (5.4)

The following actions will be taken to educate tenants and employees for the purpose of promoting the recycling program:

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- ☐ Each new employee will be given a recycling fact sheet.
- ☐ The sheet will also be displayed in the work area above the interior recycling containers as a reminder to employees regarding proper separation of materials.
- ☐ Signage for the public will also be displayed on the wall at eye level to promote the proper separation of newspapers, bottles and cans for the recycling container near the front door of the espresso shop.
- ☐ Signage in both English and Spanish will also be placed on the inside wall of the trash enclosure to identify the Recycling Dumpster to further facilitate proper separation of materials.

## DEMOLITION AND CONSTRUCTION PLAN

1. Please specify the materials that will be targeted for recycling or salvage? (See Report of Materials Recycled.) (6.2)

<u>Unpainted wood</u>	<u>Asphalt</u>	<u>Concrete</u>
<u>Cardboard</u>	<u>Scrap metals</u>	<u>Tile roofing mats</u>
<u>Porcelain</u>	_____	_____
_____	_____	_____

2. Please list the recycled content materials that will be used in new construction (6.5):

<u>Carpet backing</u>	<u>Floor/counter tiles</u>	<u>Steel framing</u>
<u>Rubber mats</u>	<u>Compost</u>	<u>Mulch</u>
_____	_____	_____
_____	_____	_____

3. Please specify how materials will be separated at the construction/demolition site for recycling. (6.4)

The remodel contractor for the new strip mall will rent a 10 cubic yard box for all inert materials (i.e., concrete, asphalt, roofing tile, porcelain bathroom fixtures) from the City. A City dumpster for cardboard will also be utilized on site for the collection of commingled recyclables, principally consisting of cardboard. An area next to the double trash enclosure will be utilized for storing clean debris. The wood will be self-hauled to a local composting operation for recycling on a weekly basis. The steel will be stored in a pile on the other side of the trash enclosure until a minimum of a pick-up truck full is available for self-hauling to the

nearest scrap dealer.

4. Please identify the area that will be utilized for storing and handling recyclables materials. The site should be adequate in size and accessible to collection vehicles. Attach a drawing. (6.1)

Please see the attached blueprint (Figure XX). The existing double trash enclosure will be used for recycling and regular garbage. The area on each side of the trash enclosure will be used for temporary storage of clean wood debris and scrap metals until they are self-hauled for recycling.

5. Comments (Please use this space to provide any additional information related to your project's recycling program. Attach additional pages as necessary.)

This remodel may result in upgrading of certain electronic equipment such as cash registers and computers. The contractor will investigate donation of the electronic equipment to local schools. Equipment that cannot be donated will be advertised through Cal-Max or recycled for a fee through a qualified contractor.

Deconstruction -- This remodel will include deconstruction where feasible. The remodel includes the removal of several large wooden beams and some roofing tile. The beams and roofing tiles which are reusable will be donated to a Habitat for Humanity project. Reuse stores in the area will be contacted to determine their level of interest in salvaged materials.

ATTEST:

I agree that this plan has been prepared to the best of my ability and I agree to recycle the designated materials. Furthermore, I understand that failure to recycle the above listed materials and file reports on the recycling efforts with the City may result in legal enforcement as a violation of the project conditions and may delay issuance of the Certificate of Occupancy. Legal enforcement and penalties may be imposed by failure to document implementation of the approved Recycling Plan and Demolition and Recycling Plan.

\_\_\_\_\_  
Project Developer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

**CONSTRUCTION AND DEMOLITION  
REPORT OF MATERIALS RECYCLED**

**RETAIL  
REMODEL**

1. The project developer shall report the estimated quantities of all construction and demolition debris recycled. At a minimum, all of the materials listed in the approved recycling plan should be reported below.
2. The project developer shall attach receipts from recyclers or other pertinent documentation to demonstrate recycling of the materials.

Property Location: <u>XXXX Serenity Place</u>				
Type of Construction/Demolition: <u>Office (New Construction)</u>				
Reporting Period: From <u>XX/XX/XX</u> To <u>XX/XX/XX</u>				
Waste Type	Amount Recycled (lbs./tons)	Receipt Attached (AYes≡ or ANo≡)	Comments	Other (Reuse, deconstruction, etc.)
Concrete	Unknown	Yes	Contracted for 10 CY debris Box from City	
Asphalt	A	A	A	
Masonry	A	A	A	
Clean lumber (unpainted)	800 lbs.	Yes		
Drywall				
Metal	25 lbs.	Yes	Self-hauled to Sims Metals	

Property Location: XXXX Serenity Place  
 Type of Construction/Demolition: Office (New Construction)  
 Reporting Period: From XX/XX/XX To XX/XX/XX

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Roofing Shingles	Unknown	Yes	Contracted for 10 CY box from City (commingled with other inerts)	
Cardboard	Unknown	Yes	Contracted w/ City for collection of cardboard (4 CY dumpster)	
Green Waste				
Other Material	Unknown	Yes	Porcelain bathroom fixtures recycled with inerts in City debris box	
Other Material				
Other Material				