City of Redlands Municipal Utilities Department / A Bldg./Demo. Permit No. _____ SITE AND BUILDING RECYCLING / LAN

Please answer the following questions:

Project Address:	Redlands Tilt-up	
Name of Project Manager:	John Doe	
Phone Number:	(909) XXX-XXXX	
Cell Phone:		
Fax Number:		
Signature:	Sissisisisisis	<u> </u>

- 1. Have you attached a copy of the site plan including the location and design of the recycling and trash enclosure(s)? X Yes No (4.1 4.5)
- Does the site plan identify the flow of materials through the facility? (5.3)
 Yes X No If not, 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:

- Blue desk-side recycling containers will be placed underneath the clerical counters of warehouse personnel and next to each desk in the office areas.
- A 32 gal. can for recycling will be placed next to the copy machine in the office.
- A 32 gal. can for commingled recyclables will be placed in the employee lounge.
- Gaylords will placed in strategic locations throughout the warehouse for the collection of cardboard, stretch wrap, wooden pallets, and other recyclables.

The warehouse manager will assign personnel to empty the deskside containers, the recycling container(s) from the employee lounge and the recycling container(s) from the copy room into the recycling dumpster in the trash enclosure. Gaylords for the collection of cardboard will be moved by forklift to a

cardboard baler or banding machine on the loading dock. After the cardboard is baled, it will be loaded into a small roll-off container for recycling. Gaylords containing stretch way will be baled and then baled into sole off container by forklift. Wooden pallets will be stored in the area designated in the corner of the truck parking lot for collection by a pallet refurbisher. Forklift(s) used to move recyclable materials through the warehouse shall be equipped with rotators to facilitate loading of materials into roll-off bins or dumpsters.

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:

- Each new employee will be given a recycling fact sheet detailing the recycling procedures for the warehouse. Recycling education will be incorporated into new employee orientation and training.
- ∃ Signage will be displayed in work areas above the interior recycling containers and gaylords as a reminder to employees regarding proper separation of materials.
- ∃ Summary sheets listing the materials acceptable for recycling will be attached to the leaf drawers of desks in the office areas.
- 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)

Unpainted wood	Asphalt	Concrete
Cardboard	Scrap metals	Soil
Porcelain	Green Waste	

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



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

The contractor shall stockpile the above materials until sufficient materials have been accumulated for transportation to recycling facilities. Roll-off boxes, end dumps and 10-wheel vehicles will be utilized for transporting recyclables. All subcontractors will be required to familiarize their employees with the recycling area to promote the proper separation of materials and to maximize the recycling of construction debris. Penalty clauses will be included in all subcontracts for contractors that fail to observe the proper separation of materials.

4. Please identify the area that will be utilized for storing and loading 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).

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

Redlands Tilt-up will review its recycling plan on an annual basis. Such review will include a waste audit to determine the effectiveness of the recycling program. Such audit will allow the operator to revise and adjust separation procedures and employee training for the purpose of maximizing recycling and cost avoidance from reduced disposal. The annual review will include an evaluation of available markets for the purpose of targeting new materials for recycling.

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

Print Name and Title

WAREHOUSE

CONSTRUCTION AND DEMOLITION 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: XXXX Serenity Place Type of Construction/Demolition: Office (New Construction) Reporting Period: From XX/XX/XX To XX/XX/XX

Waste Type	Amount Recycled (lbs./tons)	Receipt Attached (AYes≅ or ANo≅)	Comments	Other (Reuse, deconstruction, etc.)		
Concrete	15 tons	Yes	Hauled to rock crusher by End Dump			
Asphalt	See concrete					
Masonry						
Clean lumber (unpainted)	2 tons	Yes				
Drywall						
Metal	1.75 tons	Yes	Rented debris box from City			

Property Location: <u>XXXX Serenity Place</u> Type of Construction/Demolition: Office New Scinstruction OUSE Reporting Period: From <u>XX/XX/XX</u> TO XXXXXX TOUSE							
Cardboard	Unknown	Yes	Contracted w/ City for collection of cardboard (4 CY dumpster)				
Green Waste	4 tons	Yes	Rented debris box from City				
Other Material							
Other Material							
Other Material							