CONSTRUCTION AND DEMOLITION
WASTE RECYCLING AND DISPOSAL
REPORT SUMMARY

Please complete the following form for construction and demolition materials produced as a result of work performed in the City of Laguna Hills. The City’s franchised waste hauler, CR&R, will provide assistance to applicants in developing and implementing a Waste Reduction and Recycling Plan. CR&R’s phone number is (877) 728-0446. Should you have any questions regarding this form, or the C&D Waste Recycling Program, please call the City of Laguna Hills at (949) 707-2670.

1. Project & Applicant Info.

Owner’s Name:________________________________________Date:_____________

Project Address:_______________________________________________________

Owner Telephone:_______________________________________________________

Contractor Name:  _______________________________________________________

Contractor Contact name:  _________________________________________________

Contractor Telephone: ____________________________________________________

Approximate Square Footage of Project: ______________________________________
*(cubic yards for encroachment permits)*

Demolition Dates:      Start __________________      End ___________________

Construction Dates:      Start __________________      End ___________________

2. Description of Diversion Plan

☐ CR&R bins and/or roll-off boxes were used to handle C&D waste (Skip #3 and go to #4 on this form)

If CR&R bins and/or roll-off boxes were not used to handle your project’s C&D waste, please briefly state below how waste materials were handled at your job site to ensure salvage/reuse or recycling and go to #3 on this form.

______________________________________________________________________
______________________________________________________________________
_____________________________________________________________________3. Material Handling Summary

Please complete the worksheet on page 3 that will help identify the types of materials, quantities, and how the waste material were reduced, recycled or disposed at your project site. For this summary report, use the actual quantities, based on weight tags, gate receipts, or other documentation. Material quantities should be calculated in tons and use the attached Materials Conversion Worksheet for conversion factors. Fill in the diversion percentage calculated in Section F on page 3 on line 3a below.

3a. Diversion Percentage Actual from Section F. on (pg. 3): ______%

3b. Is the percentage listed in 4a above greater than or equal to 65%?  ☐ YES ☐ NO

3c. If NO, explain why: ___________________________________________________________________
__________________________________________________________________________________
4. Verification

4a. Attach weight slips or other records of measurement from recycling companies that show actual tonnage of diverted materials if CR&R was not used to handle your project’s C&D waste.

4b. Attach copies of invoices from CR&R that exhibit the use of CR&R bins and/or roll-off boxes for the collection of your project’s C&D waste if CR&R was used to handle your project’s C&D waste.

4c. “To the best of my knowledge, the reported tonnage and diversion percentage are an accurate representation of the disposition of the construction and demolition materials generated and diverted from this project site. I understand the City may audit disposal and recycling documentation related to this survey.”

Print Name: __________________________ Signature: __________________________
Date: __________________________

5. Deposit to be refunded to:

Applicant name: ____________________________________________________________
Applicant address: __________________________________________________________
Applicant telephone: ________________________________________________________

**FOR CITY USE ONLY**

Report Summary Approval Status: Security Deposit:

☐ Approved ☐ Full Refund
☐ Good Faith ☐ No Refund
☐ Further explanation needed (see attached) ☐ Partial Refund: Amount $__________
☐ Denied

Comments:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Reviewed By: __________________________ Signature: __________________________
Date: __________________________
### Material Handling Summary Worksheet

**Column A**: List Actual Quantities of waste for each material type (in tons). To convert yards to tons, use the attached Materials Conversion Worksheet.

**Columns B, C, D**: List actual quantities reused, recycled, or disposed based on Column A quantities.

**Column E**: State the name of all vendors or facilities used to reuse, recycle or dispose of materials listed. See example below for cases where more than on facility was used for a particular material type.

**Column Totals**: Add up all material quantities for each column.

**Row F**: Calculate the actual diversion percentage in the section at the bottom of this worksheet and enter the percentage on page 1, line 3a, of this form.

Attach another Worksheet to this one if you need more room.

<table>
<thead>
<tr>
<th>Materials</th>
<th>A Total Quantity Discarded</th>
<th>B Salvage or Reuse</th>
<th>C Recycling</th>
<th>D Disposal (Landfill)</th>
<th>E Proposed Destination(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cardboard</td>
<td>2 tons</td>
<td></td>
<td>1.5</td>
<td>0.5</td>
<td>(Recycle) XYZ Recycling Facility</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(Disposal) Prima Deshecha Landfill</td>
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<tr>
<td>Asphalt &amp; Concrete</td>
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<tr>
<td>Brick/Masonry/Tile</td>
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<tr>
<td>Cardboard</td>
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<tr>
<td>Wood</td>
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<tr>
<td>Metals</td>
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</tr>
<tr>
<td>Landscape Debris (do not include dirt)</td>
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</tr>
<tr>
<td>Dirt</td>
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<tr>
<td>Garbage/Trash</td>
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<tr>
<td>Other</td>
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<tr>
<td>Other</td>
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</tr>
<tr>
<td><strong>Column Totals</strong></td>
<td><strong>A</strong></td>
<td><strong>B</strong></td>
<td><strong>C</strong></td>
<td><strong>D</strong></td>
<td></td>
</tr>
</tbody>
</table>

**F. Diversion Estimate:**

Column Totals B _____ + C _____ = ________ / A ________ = _____ X 100%

(Transfer % amount to 3a on page 1)