



ENVIRONMENTAL & PUBLIC WORKS
MANAGEMENT DEPARTMENT (EPWM)
Solid Waste Management Division

CONSTRUCTION & DEMOLITION (C&D)
WASTE MANAGEMENT PLAN
FINAL COMPLIANCE REPORT

Instructions/General Information

- ▶ When Required?: If your project requires the completion of the Waste Management Plan (WMP), you must also complete this Waste Management Plan Final Compliance Report. Completion of the WMP is necessary whenever any new construction, demolition, or alteration project has:
- A permit valuation of \$50,000 or more or
 - A project size of 1,000 square feet or greater.
- In addition, all City-sponsored construction, demolition, and/or renovation projects, regardless of size, require the completion of the WMP.

- ▶ Recycling Facility Receipts:
All receipts for tons diverted (recycled) and disposed must be attached to this Report. The receipts must:
- Have the project address on them and include information about the facility, tonnage amounts, construction or demolition site location, and appropriate coding to indicate that the material was recycled.
 - Be separated **by facility** (e.g., American Waste Industries, Hanson Aggregates, City of Santa Monica Transfer Station, etc.) and kept in date order within each facility.

At the front of each grouping, staple or clip an adding machine tape summarizing the total tons for that group of receipts.

- ▶ Performance Security Deposit Refund Requirements: **Within 30 days after construction** has been completed on the project, submit to the Solid Waste Division a completed Waste Management Plan Final Compliance Report and facility receipts for all materials diverted (recycled) or disposed that demonstrate compliance with the recycling requirements of the C&D Debris Ordinance. Approximately 4-6 weeks later, the performance security deposit will be returned if City staff determines that all recycling requirements have been met.
- ▶ Final Review: Remember to sign the form and attach **a copy of either the Certificate of Occupancy or signed-off Final Signature card**. Check the form to be sure that all entries are legible, accurate, and complete.
- ▶ Where Submit This Form?: Submit the forms by mail or hand-delivery to the City of Santa Monica, Solid Waste Management Division, 2500 Michigan Avenue, Santa Monica, CA 90404, 310.458.2223; or by fax to 310.264.7750 for review and approval of the performance security deposit refund.
- ▶ Questions?: Contact the Solid Waste Division at 310.458.2223 for questions about the WMP or the C&D Debris Ordinance.