

San Francisco Department of the Environment Regulation #SFE-06-05-CDO
Regulation adopting Construction and Demolition Debris Recovery Ordinance
(Ordinance No. 27-06)
Environment Code Chapter 14

Effective Date: July 1, 2006

A. Authorization.

The Construction and Demolition Debris Recovery Ordinance ("Ordinance") was signed by the Mayor on Thursday, February 16 and becomes effective on July 1, 2006. Because the Ordinance creates a program which will be jointly implemented and enforced by the Department of Building Inspection, the Department of Health and the Department on the Environment, it is codified in various places in the Municipal Code: San Francisco Building Code Section 103.2.2, Chapter 13, Health Code Sections 288, 288.1, Environment Code Chapter 14, and Police Code Section 39-1. The Ordinance establishes a comprehensive program to require the recovery rather than landfill disposal of construction and demolition debris generated in San Francisco by prohibiting disposal of such debris with garbage; imposing requirements and conditions in building permits; establishing a program to register construction and demolition debris transporters and processing facilities; and establishing enforcement mechanisms including penalties.

The Director of the Department of the Environment ("SFE") promulgates this regulation pursuant to his authority to adopt rules and regulations under Section 1412 of the Environment Code. All references in this Regulation to section numbers refer to sections in the Environment Code.

B. Scope.

The purpose of this regulation is to provide guidance and necessary forms on the programs established by the Ordinance. These regulations do not duplicate the Ordinance and must be read together with the Ordinance.


C. Process.

SFE has consulted with Department of Building Inspection and Department of Health in promulgating these regulations. The Director held a public meeting to discuss these regulations on June 27, 2006.

D. Requirements.

See Attached.

The Director of the Department of the Environment hereby adopts these regulations as of the date specified below.


Jared Blumenfeld
Director Department of the Environment

Approved:

Date:

6/27/06

Regulation adopting the Construction and Demolition Debris Recovery Ordinance (Ord. No. 27-06); Environment Code Chapter 14

A. Definitions.

The terms used in these Regulations have the same meanings as in the Ordinance. The definitions are in Section 1401.

B. Registered Facility Recovery Rate.

As directed by Section 1405(a)(i), this section describes how the minimum recovery rate for facilities must be calculated and when ADC (Alternative Daily Cover for landfills) or bio-mass conversion is considered to be highest and best use and therefore, included in the facility's minimum recovery rate. The Ordinance requires that applicants for a registered facility must meet an overall minimum recovery rate of 65% for construction and demolition debris ("C&D").

The recovery rate shall be calculated by the total quantity of C&D material that are delivered by the applicant to recycling or composting markets, that are identified by the applicant, divided by total quantity of C&D material received by the applicant facility, as documented by the facility on the Registration Application form (Attachment A) for the most recent month(s), that can be verified by SFE.

In order to include ADC or bio-mass conversion in the recovery rate, the applicant must demonstrate that these uses are the "highest and best use" for these materials under these guidelines. SFE will not consider ADC or bio-mass conversion to be the highest and best use for crushed or grinded mixed C&D debris unless it has been processed for recovery of materials, such as wood, metal, drywall (wallboard), landscape debris, asphalt, or concrete for which markets or uses other than ADC or bio-mass conversion are available. SFE will not consider ADC highest and best use for recovered unpainted or untreated wood, unpainted or untreated drywall, metal, landscape debris, asphalt, concrete or other materials that have adequate markets. SFE will not consider bio-mass conversion highest and best use for materials that have reuse, composting, or other recycling markets unless the facility can demonstrate that these markets are not an adequate or feasible alternative to the bio-mass conversion market.

C. Facility and Transporter Registration Requirements.

The Ordinance requires, in Section 1404, that applicants apply for a facility or transporter registration using forms prescribed by SFE. The requirements for registration are set forth in Sections 1402, 1404-1406. Attachment A is the Registered Facility application form for both new and renewed applicants. Attachment B is the Registered Transporter application form for both new and renewed applicants. SFE will provide certificates for Registered Facilities as shown in Attachment C and for Registered Transporters as shown in Attachment D. Attachment E is the Changes to Previous Applications and Registrations.

D. Demolition Debris Recovery Plan.

A person conducting full demolition of an existing structure must use the Demolition Debris Recovery Plan ("Plan") form in Attachment F to comply with the requirement in Section 1402(b) to submit a "waste diversion plan" to SFE. The Plan must provide for a minimum of 65% diversion from landfill of construction and demolition debris, including materials source separated for reuse or recycling. SFE will determine whether the Plan provides for a minimum of 65% diversion from landfill, based on the information provided. The Plan must identify the projected quantity of demolition materials, the designated transporter(s) and the designated facility(s) that will process or recycle those materials. Mixed C&D material designated for processing at Registered Facilities will be considered diverted at the 65% diversion rate. Mixed C&D material designated for processing at non-Registered Facilities may be considered diverted at a lower rate than 65% based on verification by SFE.

Demolition permits will not be issued without an SFE approved Plan. Within 30 days of the completion of a demolition project, the project applicant must submit a Plan Report that verifies the actual diversion achieved by the project, using the same form in Attachment F. SFE may request additional documentation to verify the Plan or Plan report

E. Registered Facility Annual Reports.

The Ordinance requires registered facilities to file an annual report on a form prescribed by the Department (Section 1405(a)(iv)). Attachment G is the annual reporting form, which is due on or before 30 days after the annual date of facility registration for each year.

F. Forms.

Attachment A -	Registered Facility Application and Renewal
Attachment B -	Registered Transporter Application and Renewal
Attachment C -	Registered Facility Certificate
Attachment D -	Registered Transporter Certificate
Attachment E -	Amendment to Application or Registration
Attachment F -	Demolition Debris Recovery Plan
Attachment G -	Registered Facility Annual Report



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REGISTERED FACILITY APPLICATION AND RENEWAL

Construction and Demolition Debris Recovery Program

City and County of San Francisco

Environment Code Chapter 14; Ordinance No. 27-06; SFE Regulation 06-05-CDO



APPLICATION TYPE: **NEW APPLICATION**

RENEWAL

Current Registration No. _____

Expiration Date _____

Contact Information

Facility Name _____

Phone (____) _____

Facility Address _____

E-Mail _____

Mailing Address _____
(if different from above)

Contact _____

Name and Address of Facility Owner _____

Name and Address of Facility Operator _____

Diversion Information (See Endnote)

Does this facility process mixed construction and/or demolition debris? YES NO

Complete the following table based on the most recent month's information.

Reporting Period: From: _____ (mo/yr) To: _____ (mo/yr)

Material Type	A Total Tons Received	B Reuse	C Recycling Markets	D Composting	E ADC	F Bio-Mass Conversion	G Disposal
<i>Example: Wood</i>	<i>100</i>	<i>5</i>	<i>20</i>	<i>5</i>		<i>45</i>	<i>25</i>
Wood							
Metal							
Drywall							
Green Waste							
Asphalt							
Brick							
Concrete							
Rock/Stone/Soil							
Screen Fines							
Cardboard							
Carpet							
Mixed							
Other							
TOTALS							

Based on the data in the above table, what is the **Overall Facility Recovery Rate?** _____ %

To calculate, use the following formula using the Totals numbers:

$$\frac{B + C + D + E^* + F^*}{A} \times 100 = \text{_____} \%$$

Note: Material recovered as ADC and/or bio-mass may be included in the overall facility recovery rate ONLY if that is the "Highest and Best" use of these materials as defined by SFE regulation 06-05-CDO.

Explain how the use of materials for ADC and/or bio-mass that is included in the Overall Facility Recovery Rate represents the "Highest and Best" use of this material. _____

Please attach supporting documentation. _____

List landfills used for disposed materials (residual).

1) _____ 2) _____ 3) _____

Registered Facility Requirements

By submitting this application, facility owner/operator agrees to the following:

- Facility has all local, state or federal permits and insurance necessary to operate.
- Facility has no outstanding notices of violation from local, state or federal agencies that would prohibit continued operation.

By submitting this application, facility owner/operator agrees to:

- Maintain a minimum overall recovery rate of 65%, on a monthly basis.
- Issue a uniquely numbered receipt to transporter of each truckload of materials received from the City and County of San Francisco including quantity of material, name of facility and recovery rate.
- Implement and maintain a hazardous waste load checking program.
- Provide supporting documentation and allow on-site visits to verify application and report information.
- Submit annual report to the Department of the Environment.
- Notify SFE within 30 days of any change in registration or application information.
- Submit registration renewal 30 days prior to the expiration date of registration to SFE.
- Notify the SFE, in writing, within 24 hours of the time a permit, authorization or license required by local, state or federal agency to operate the facility expires, or is revoked or suspended.

For additional requirements and guidance, please refer to Ordinance No. 27-06; Environment Code Chapter 14 and SFE Regulation 06-05-CDO

I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

Signature _____ Date _____

Print Name _____ Title _____

Submittal Instructions

Submit completed and signed form to: Department of the Environment, 11 Grove St., San Francisco, CA 94102 Attention: C&D Application. For any questions regarding this application, the C&D Ordinance or regulations, please call the Department of the Environment at (415) 355-3700 or see www.sfenvironment.com.

FOR OFFICIAL CITY USE ONLY

DATE APPLICATION RECEIVED _____

APPROVED _____ NOT APPROVED _____ DATE _____

COMMENTS _____

APPROVED BY _____ NAME & TITLE _____

¹ Pursuant to Section 1407, if a person believes that any information reported or disclosed contains a trade secret, the person shall provide the information to SFE and shall notify SFE separately in writing of that belief, detailing the basis of the belief as to each specific item of information the person claims is a trade secret.



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REGISTERED TRANSPORTER APPLICATION AND RENEWAL



Construction and Demolition Debris Recovery Program

City and County of San Francisco

Environment Code chapter 14; Ordinance No. 27-06; SFE Regulations 06-05-CDO

APPLICATION TYPE: **NEW APPLICATION**

RENEWAL

Current Registration No. _____

Expiration Date _____

This application must be completed if BOTH of the following conditions apply:

- Applicant will transport mixed construction and demolition debris in the City and County of San Francisco.
(See definition of mixed construction and debris on reverse side of this form)
- Applicant will use vehicle(s) that have more than two tires on any single axle or vehicle(s) with more than two axles.

By submitting this application, the applicant agrees *(Applies only to construction and demolition debris from San Francisco):*

- To transport mixed construction and demolition debris ONLY to a processing facility registered by the City and County of San Francisco.
- To provide registered facility with job/building permit number (if applicable) and/or information identifying the source of the construction and/or demolition debris for each load delivered.
- Not transport any construction and/or demolition debris from the City of San Francisco to any landfill.
- That the vehicle(s) and each operator has all necessary permits, authorizations or licenses required by any local, state or federal agency and all necessary insurance to operate vehicle(s).
- That each operator has no outstanding notices of violation from any federal, state, or local agency that could affect permits, authorizations or licenses required for continued operation.
- That the vehicle owner is responsible for compliance by any operator(s) of any vehicle(s) covered by this application.
- To keep a copy of Transporter Registration in each vehicle that transports construction and demolition debris.
- To renew registration every 2 years.

Is each vehicle covered by this application clearly marked with the owner/business name? YES NO

If NO, provide vehicle license number(s) _____
(Attach separate list if necessary)

Name of Vehicle Owner _____ Phone () _____

Address _____ Fax () _____

_____ E-Mail _____

Business Name and Address *(If Different From Above)* _____

For additional requirements and guidance, please refer to the Ordinance No. 27-06; Environment Code Chapter 14 and SFE Regulation 06-05-CDO

I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

Signature _____

Date _____

Print Name _____

Title _____

Definition of Construction and Demolition Debris

“Construction and Demolition Debris” shall mean building materials and solid waste generated from construction and demolition activities, including, but not limited to, fully-cured asphalt, concrete, brick, rock, soil, lumber, gypsum wallboard, cardboard and other associated packaging, roofing material, ceramic tile, carpeting, fixtures, plastic pipe, metals, tree stumps, and other vegetative matter resulting from land clearing and landscaping for construction, deconstruction or land developments. This term does not include: refuse regulated under the 1932 Refuse Collection and Disposal Initiative Ordinance or sections of the Municipal Code that implements the provisions of that ordinance; materials excavated from the public right-of-way; or unless otherwise specified in Section 1402(b), materials source separated for reuse or recycling.

Persons transporting less than one cubic yard of C&D debris or transporting C&D debris from their own site are not required to obtain a registration.

Submittal Instructions

Submit completed and signed form to: Department of the Environment, 11 Grove St. San Francisco, CA 94102
Attention: C&D Application.

For any questions regarding this application, the C&D Ordinance or regulations, please call the Department of the Environment at (415) 355-3700. or see www.sfenvironment.com

FOR OFFICIAL CITY USE ONLY

DATE APPLICATION RECEIVED _____

APPROVED _____ NOT APPROVED _____ DATE _____

COMMENTS _____

APPROVED BY _____ NAME & TITLE _____



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FACILITY REGISTRATION

Construction and Demolition Debris Recovery Program

City and County of San Francisco
Environment Code Chapter 14; Ordinance No. 27-06; SFE Regulation -06-05-CDO

THIS IS TO CERTIFY THAT

Has met the registration requirements of the City and County of San Francisco's Construction and Demolition Debris Recycling Ordinance (No. 27-06) to process mixed construction and demolition debris generated in the City and County of San Francisco. This Registration Holder agrees to abide by the terms and conditions of this Ordinance as stated on the reverse side of this document.

Jared Blumenfeld, Director of the Department of the Environment

Date Issued

Registration Number _____

Expiration Date _____

Registration Certificate Must Be Displayed Prominently At Place Of Business.
This Registration Certificate is Not Transferable.

Ordinance Number 27-06 Requirements

- Registration is valid for two years from date of issue.
- Registration is not transferable.
- A copy of proof of registration must be displayed at place of business
- Submit registration renewal form to the Department of the Environment (SFE) thirty (30) days prior to the expiration date of the registration.
- File Change of Information Form with (SFE) within 30 days of a change of any information required on a registration or renewal form.
- Notify Director, in writing, within twenty-four (24) hours of the time a permit, authorization or license required by any local, state or federal agency to operate the facility terminates, expires or is revoked or suspended.
- Implement and maintain a hazardous waste load checking program.
- Submit annual reports to SFE. Reports due within 30 days after any one year anniversary date of the Registration Effective Date.
- Allow SFE to make inspections of the facility in order to verify the information in the application form and required reports.
- Agree to provide for each truckload received at the facility a uniquely numbered receipt specifying, at a minimum, the facility name and processing area, the quantity of material received and the current recovery rate for that processing area. The receipt will also include the identity of the transporter and the permit application number issued by the Department of Building Inspection, if any, associated with that load.
- Keep all records for at least 3 years.

For complete requirements, please refer to Environment Code Chapter 14; Ordinance No. 27-06 and SFE Regulations 06-05-CDO



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TRANSPORTER REGISTRATION

Construction and Demolition Debris Recovery Program

City and County of San Francisco

Environment Code Chapter 14; Ordinance No. 27-06; SFE Regulation 06-05-CDO

THIS IS TO CERTIFY THAT

Has met the registration requirements of the City and County of San Francisco's Construction and Demolition Debris Recycling Ordinance (No. 27-06) to provide transportation services for construction and demolition debris in the City and County of San Francisco. This Registration Holder agrees to abide by the terms and conditions of this Ordinance as stated on the reverse side of this document.

Jared Blumenfeld, Director of the Department of the Environment Date Issued

Registration Number _____ Expiration Date _____

Copy Of This Registration To Be Kept In Each Registered Vehicle.
This Certificate is Not Transferable

Ordinance Number 27-06 Requirements

- Registration is valid for two years from date of issue.
- Registration is not transferable.
- A copy of proof of registration must be kept in each registered vehicle
- Submit registration renewal form to the Department of the Environment (SFE) thirty (30) days prior to the expiration date of the registration.
- File Change of Information Form with (SFE) within 30 days of a change of any information required on a registration or renewal form.
- Notify SFE within 24 hours of the time a permit, authorization or license required by any local, state or federal agency to operate the vehicle terminates, expires or is revoked or suspended.
- Registration Holder is responsible for compliance by any operator of a vehicle owned by Registered Holder being used to transport construction and demolition debris.
- Mixed construction and demolition debris (C&D) must be transported only to a registered facility.
- Single registration for all vehicles requires that all vehicles be clearly and prominently marked as belonging to that owner.
- Keep receipts received from registered facility and submit to Director upon request.
- Agrees not to transport any C&D material to any landfill.
- Agrees that for each truckload of materials operator of vehicle will provide to the facility the permit application number, if any.
- Will allow Director to make inspections of vehicles.
- All C&D materials must be transported in either a fully enclosed vehicle or container and must be covered to minimize any potential spillage or littering.
- Keep all records for at least 3 years.

For complete requirements, please refer to Environment Code Chapter 14; Ordinance No. 27-06 and SFE Regulations 06-05-CDO



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**AMENDMENT TO
APPLICATION or REGISTRATION
Construction and Demolition Debris Recovery Program
City and County of San Francisco**

Environment Code Chapter 14; Ordinance No. 27-06; SFE Regulations 06-05-CDO

Registration Number _____

Expiration Date _____

Indicate the information below that has changed and provide the new information where indicated. In addition, please respond to the information on the reverse side of this form.

Registered Facility

- Facility Name & Information
- Operator Name and Address
- (If any of the above two changes apply, new owner and/or new operator must submit and attach a "Registered Facility Application".)
- Mailing Address

- Contact Name & Information
- ADC
- Bio-mass Conversion
- Landfills Used
- Other _____

Please indicate new information below

Registered Transporter

- Vehicle Owner.
- (For changes in vehicle ownership, new owner must submit and attach a "Registered Transporter Application")

- Address & Contact Information
- Business Name and Address
- Other _____

Please indicate new information below

Please indicate the reason for any changes.

Do these changes in anyway affect your ability to be a registered facility or registered transporter?

YES NO

If YES, please explain: _____

I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

Signature _____

Date _____

Print Name _____

Title _____

Submittal Instructions

Submit completed and signed form to: Department of the Environment, 11 Grove St., San Francisco, CA 94102.
Attention: C&D Application.

For any questions regarding this application, the C&D Ordinance or regulations, please call the Department of the Environment at (415) 355-3700 or see www.sfenvironment.com

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DATE RECEIVED _____		
APPROVED _____	NOT APPROVED _____	DATE _____
COMMENTS _____		
APPROVED BY _____		
	NAME & TITLE _____	

DEMOLITION DEBRIS RECOVERY PLAN

Construction and Demolition Debris Recovery Program

City and County of San Francisco

Environment Code Chapter 14; Ordinance No. 27-06; SFE Regulations 06-05-CDO



PLAN TYPE:

NEW PLAN

FINAL REPORT

General Instructions:

- Demolition Debris Recovery Plan (DDRP) must be completed and submitted to address below for all Department of Building Inspection Full Demolition Permit applications.
- DDRP must demonstrate that project will achieve a minimum of 65% diversion from landfill.
- Demolition permits will not be issued without an approved DDRP.

Demolition Permit Application No. _____ Permit Application Date _____

Project Address _____

Permit Applicant Name _____ Phone (____) _____

Permit Applicant Address _____

Contact Name _____ Phone (____) _____

Contact Address _____ Fax (____) _____

(if different from above)

E-Mail _____

Describe building being demolished: Type _____ Square Footage _____

Complete the table on the reverse side of this form indicating the disposition by material type of all project materials. See www.sfenvironment.com for possible facilities or markets to take materials. For new plan applications, provide ESTIMATED tons and for final reports, provide ACTUAL tons when completing the table. Information included in the final report is subject to verification by SFE.

Instructions for completing the table on the reverse side of this form.

- Column A – This is the **total** tons of materials generated from this project listed by material type.
- Column B – Materials that will be separated on site in usable condition taken to a salvage facility for reuse. Also includes materials reused on site such as wood forms, and inerts used as backfill, etc.
- Column C – Materials separated on site that will be taken to a facility to be reprocessed into a new product. This includes source separated materials such as wood, metal, cardboard, drywall, landscape debris, etc.
- Column D – Materials that are not source separated on site and are taken to a facility that will process mixed construction & demolition debris for recovery. Materials taken to CCSF - registered facilities will be credited with 65% diversion. For non-registered facilities, the diversion credit may be lower.
- Column E – Unrecoverable materials (trash) that is direct hauled to a disposal facility.
- Column F – Name of facility(s) you intend to use for reuse, recycling or disposal of each material generated from the project.

Submittal Instructions

Submit completed and signed form to: Department of the Environment, 11 Grove St., San Francisco, CA 94102.
Attention: C&D Demolition Recovery Plan.

For any questions regarding this plan, the C&D Ordinance or regulations, please call the Department of the Environment at (415) 355-3700 or see www.sfenvironment.com.

See Instructions on the front side of this form for column descriptions.

Material Type (Tons)	A Total Tons Generated	B Salvage or Reuse	C Recycling	D Mixed Processing Facility	E Disposal	F Facility or Destination
Example: Wood	50	5		45		Building Resources/SFR&D
Wood, Pallets & Lumber (clean & unpainted, no pressure treated wood)						
Cabinets, Fixtures, Windows, Doors, Equipment						
Metal						
Carpet						
Carpet Padding						
Cardboard						
Ceiling Tile						
Drywall (used and painted)						
Green Waste						
Concrete						
Asphalt						
Brick, Masonry, Tile						
Rock/Dirt/Soil						
Unsorted Mixed Debris						
Sorted, Non-Recyclable Residuals						
Other						
TOTAL						

Calculate the estimated Diversion Rate using the following formula: (use column totals)
 $(D \times .65) / (B + C) = \text{Diversion Rate} \times 100 = \text{Percentage}$
 (D x .65)(65% credit for material processed by registered facilities – may be lower for non-registered facilities)
 = _____ + B + C = _____ divide by A = _____ x 100 = _____ %

If the Diversion Rate is less than 65%, provide justification why project cannot meet 65% diversion requirement.

List all transporters that will be removing material off site (provide additional list if necessary).

1) _____ 2) _____ 3) _____

Submitted by: _____

Date _____

Print Name _____

Title _____

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DATE PLAN/REPORT RECEIVED.	_____	
APPROVED _____	NOT APPROVED _____	DATE _____
COMMENTS _____	_____	
APPROVED BY _____	NAME & TITLE _____	



REGISTERED FACILITY ANNUAL REPORT

Construction and Demolition Debris Recovery Program

City and County of San Francisco



Environment Code Chapter 14; Ordinance No. 27-06; SFE Regulation 06-05-CDO

Registration Number _____ Expiration Date _____

Facility Name _____ Phone (____) _____

Facility Address _____ E-Mail _____

Contact Name _____ Contact Phone (____) _____

General Instructions:

- Report due within 30 days after completion of any twelve month period as a Registered Facility.
- Report covers the most recently completed twelve month period.
- Report only covers construction and demolition materials received from the City of San Francisco.

Reporting Period: From: _____ (mo/yr) To: _____ (mo/yr)

Material Type	A Total Tons Received	B Reuse	C Recycling Markets	D Composting	E ADC	F Bio-Mass Conversion	G Disposal
<i>Example: Wood</i>	100	5	60			10	25
Wood							
Metal							
Drywall							
Green Waste							
Asphalt							
Brick							
Concrete							
Rock/Stone/Soil							
Screen Fines							
Cardboard							
Carpet							
Mixed							
Other							
TOTALS							

Based on the data in the above table, what is the **Overall Facility Recovery Rate?** _____ %

To calculate, use the following formula using the Totals number:

$$\frac{B + C + D + E^* + F^*}{A} \times 100 = \text{Overall Facility Recovery Rate} \%$$

***Note:** Material recovered as ADC and/or bio-mass may be included in the overall facility recovery rate ONLY if that is the "Highest and Best" use of these materials as defined in SFE regulation 06-05-CDO.

Explain how the use of materials for ADC and/or bio-mass that is included in the Overall Facility Recovery Rate represents the "Highest and Best" use of this material. _____

Please attach supporting documentation.

List landfills used for the disposal of non-recycled materials (residual).

1) _____ 2) _____ 3) _____

Registered Facility Requirements

By submitting this report, facility owner/operator agrees to the following:

- Facility has all local, state or federal permits and insurance necessary to operate.
- Facility has no outstanding notices of violation from local, state or federal agencies that would prohibit continued operation.

By submitting this report, facility owner/operator agrees to:

- Maintain a minimum overall recovery rate of 65% on a monthly basis.
- Issue a uniquely numbered receipt to transporter of each truckload of materials received from the City and County of San Francisco including quantity of material, name of facility and recovery rate.
- Implement and maintain a hazardous waste load checking program.
- Provide supporting documentation and allow on-site visits to verify application and report information.
- Submit annual report to SFE.
- Notify SFE within 30 days of any change in registration or application information.
- Submit registration renewal 30 days prior to the expiration date of registration to SFE.
- Notify the SFE, in writing, within 24 hours of the time a permit, authorization or license required by local, state or federal agency to operate the facility expires, or is revoked or suspended.

For additional requirements and guidance, please refer to the Ordinance No. 27-06; Environment Code Chapter 14 and SFE Regulation 06-05-CDO.

I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

Submitted by: _____ Date: _____
 Print Name: _____ Title: _____

Submittal Instructions

Submit completed and signed form to: Department of the Environment, 11 Grove St., San Francisco, CA 94102. Attention: C&D Facility Annual Report

For any questions regarding this application, the C&D Ordinance or regulations, please call the Department of the Environment at (415) 355-3700 or see www.sfenvironment.com

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DATE APPLICATION RECEIVED _____		
APPROVED _____	NOT APPROVED _____	DATE _____
COMMENTS _____		
APPROVED BY _____	NAME & TITLE _____	