

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

ADDR:



CITY OF WEST COVINA  
1444 W GARVEY S  
WEST COVINA, CA 91790  
(626) 939-8425

[Building@westcovina.org](mailto:Building@westcovina.org)

**CONSTRUCTION AND DEMOLITION (C&D) OVERVIEW**

Projects requiring Calgreen code compliance must recycle and/or salvage for reuse a minimum of **65%** of the non-hazardous construction and demolition waste in accordance with the CalGreen Code Sections 4.408.1 and 5.408.1. The following projects are required to comply with The California Green Code.

**Residential projects**

- All new construction
- Demolition
- Any addition or alteration which increases the building’s conditioned area, volume or size

**Non-Residential projects**

- All new construction
- Demolition
- Additions and alterations that require a permit

A list of acceptable certified locations that accepts the C&D is attached. Alternative C&D facilities may be utilized but must be pre-approved by the City’s Recycling Coordinator. Costs may vary from location to location and it is advised that you call to get complete details. For additional locations please visit smart business recycling at the following link <http://dpw.lacounty.gov/epd/brtap/recyclingsite/index.cfm>

All hazardous material must be properly disposed of. All pre-1970 buildings need to be surveyed by a licensed inspector for hazardous materials.

An encroachment permit from the Public Works Department will be needed for all public right of way issues.

- **Before a permit is issued for the project; either the Confirmation of Waste Services with Athens form or the Self-Haul Application and C&D Waste Management Plan need to be completed**

**To consider this requirement complete you must**

- **Read and sign Form 1. The application fee and waste deposit will be charged at the same time as your permit fees**
- **Complete either Confirmation of Waste Services with Athens form or the Self-Haul Form**

I have read and understood this document:

\_\_\_\_\_ Name

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

# FORM 1 SECURITY DEPOSIT REQUIREMENTS

## **Performance Security Deposit (WCMC Fee S-055)**

West Covina requires that a non-refundable \$75.00 Application Fee and a refundable deposit made based on project type and valuation. Weight tickets along with the completed waste management plan must be submitted within 90 days of final or else the deposit will be forfeited.

- \$75.00 Application Fee (WCMC Fee S-055)
  
- Single Family Home/Duplexes/Condo or Apartment Unit
  - \$100.00 (<\$100,000 Valuation)
  - \$250.00 (>\$100,000 Valuation)
- Apartment/Condo Building
  - \$500
- Commercial/Offices/Retail/Industrial
  - \$1,000.00

## **BEFORE Final Permit Approval and Refund of Deposit**

- Complete the Final Waste Diversion Form (Form 3: Exhibit B). **If Athens is used you may skip this step.**
- Submit the following to the Community Development Department within 90 Days after the Final Inspection approval of the project:
  - Final Waste Diversion Form (Form 3: Exhibit B) **If Athens is used you may skip this step.**
  - Receipts from Athens or any of the approved recycling centers.
    - Receipts must list West Covina as the origin of the waste if a different city is listed they will not be accepted
  - Copy of the job card showing Final Inspection Approval signature and date.

## **THE PERFORMANCE SECURITY DEPOSIT MAY BE FORFEITED FOR THE FOLLOWING REASONS:**

- The required documentation (items 1,2 and, 3 above) were submitted after 90 days of final approvals.
- Receipts and documents showing disposal of construction debris from facilities OTHER than Athens or APPROVED recycling centers.

**I understand that I must submit this report within ninety (90) days after the date of final inspection approval in order to receive any associated refunds of the Performance Security Deposit**

I certify that I have read this acknowledgment and state that I will comply with all City ordinances and State laws relating to construction or demolition debris

\_\_\_\_\_  
Name Signature Date

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Please note: When ordering a bin through Athens Services you may need a permit through the Engineering Division [permits@westcovina.org](mailto:permits@westcovina.org) if the bin is to be parked on the street

**Athens Services #: (888) 336-6100**

**<http://athensservices.com/construction-and-demolition-recovery/>**

Date: \_\_\_\_\_

Name (Property Owner/Contractor): \_\_\_\_\_

Job Site Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Permit #: \_\_\_\_\_

Type of Project:                       Residential                       Non-Residential

Description of Work: \_\_\_\_\_

Valuation of Project: \_\_\_\_\_

Square Footage Added: \_\_\_\_\_

**Deposit Release information** (please record the name, mailing address, and contact of who the release would be sent to)

Name: \_\_\_\_\_ Relation to project: \_\_\_\_\_

Street Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**I understand that I must submit the weight tickets from Athens within ninety (90) days after the date of final inspection approval in order to receive any associated refunds of the Performance Security Deposit**

If the bin from Athens is cancelled and self-haul is used instead then the self-haul application will need to be completed and sent to the Building Division for approval

I HEREBY STATE THAT THE ABOVE INFORMATION IS IN ALL RESPECTS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER STATE THAT I HAVE READ AND I UNDERSTAND THE C&D PROGRAM AND I WILL COMPLY IN ALL RESPECTS WITH ALL REQUIREMENTS THEREIN.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date