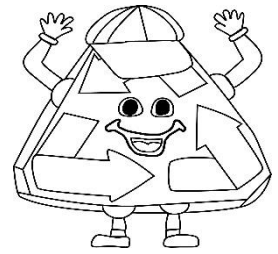




City of Highland  
Construction & Demolition (C & D)  
Diversion Program  
*Public Services Division*



In accordance with the City of Highland Municipal Code Sections 8.12.220 and 8.12.285, all contractors or builders removing debris, rubbish and trash from construction sites, are subject to the following:

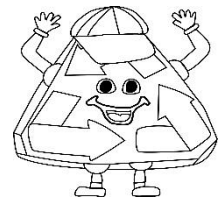
**Program Guidelines**

- ▶ New single family residential development (single & tract), commercial projects and demolition projects are required to participate in the C & D program.
- ▶ Prior to, and as a condition of the issuance of any building construction or demolition permit, the permittee shall submit a Waste Diversion Plan. A Waste Diversion Plan is issued by the Building and Safety Department at the time a permit is requested.
- ▶ The City of Highland mandates that the permittee use our franchise hauler in the construction/demolition phase of the project. No outside companies may be used.
- ▶ Once the permittee completes the Waste Diversion Plan, it will be attached to the yellow Job Card for reference by the City Inspectors. Demonstrated compliance with the Waste Diversion Plan is a condition of any City inspection pursuant to the building permit.
- ▶ Waste Diversion Report is to be completed by the hauler. Once the project has ended, the completed report must be returned to the Public Services Division via fax, e-mail or mail as part of the final sign-off for occupancy or clearance.

**For more information regarding this program, please contact the Public Services Division at 909-864-8732 ext 230.**



**City of Highland**  
**Construction & Demolition (C & D)**  
**Waste Diversion Plan**  
*Public Services Division*



**\*COMPLETE THIS FORM PRIOR TO CONSTRUCTION / DEMOLITION\***

**Developer Name:** \_\_\_\_\_  
**Developer Address:** \_\_\_\_\_  
**Developer Phone:** \_\_\_\_\_  
**Project Name:** \_\_\_\_\_  
**Project Location:** \_\_\_\_\_

**On-Site Contact Name/Title and Number:** \_\_\_\_\_

**To establish services with Burrtec Waste Industries Inc. contact:**  
 Rick Melendez – (951) 892-6055, [rmelendez@burrtec.com](mailto:rmelendez@burrtec.com)

**Self-Haul**

**List all material(s) likely to be recycled (check all that apply):**

\_\_\_ concrete      \_\_\_ lumber      \_\_\_ metal      \_\_\_ green waste  
 \_\_\_ asphalt      \_\_\_ masonry      \_\_\_ roofing shingles      \_\_\_ cardboard  
 \_\_\_ other materials (list): \_\_\_\_\_

**Size/Type of container(s) ordered:** \_\_\_\_\_ **Delivery date:** \_\_\_\_\_

**Note: Prior to submitting this form, please certify as self-haul or arrange disposal services with Burrtec. A permit will not be issued until services are confirmed by Public Services Division staff.**

In order to be eligible for a Construction and Demolition Self-Haul Permit, the following requirements must be met. Supporting documents must be submitted to Public Services Department before the self-haul permit is issued.

**Requirements for the C&D Self-Haul Permit**

- a. The contractor pulling the permit must have a valid City of Highland business license.
- b. The contractor must own all hauling equipment, that are clearly labeled with company name, address, and phone number.
- c. The contractor must perform all construction and demolition work (sub-contractors are not allowed to haul) and operate all equipment during the hauling process.
- d. The contractor must be named on the building permit.
- e. Fill out a Waste Diversion Plan.

**\*\*\*PRIOR TO BEING GIVEN OCCUPANCY\*\*\***

**\*\*\*Fill Out A Waste Diversion Report, And Turn In Copies Of All Weigh Receipts\*\*\***

\*\*\*\*\*Office Use Only\*\*\*\*\*

Confirmation of Hauler and Services Provided By: \_\_\_\_\_

Staff Approval Granted By: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:**

\_\_\_\_\_  
 \_\_\_\_\_



