City of Industry Development Plan Application (Long Form): Step-by-Step Guide

Welcome to the City of Industry. We look forward to helping you make your business a success – and making sure your required paperwork goes smoothly.

Step 1 → *Contact the Planning Department*

Contact the Planning Department to discuss your proposal. The Planning Department will determine if your proposed development is permitted and which application is required. A copy of the municipal code can be found on the City of Industry website at:

http://www.cityofindustry.org

15625 Stafford Street
City of Industry, CA 91744
Phone: (626) 333-2211
www.cityofindustry.org
planning@cityofindustry.org
Counter Hours: Monday through Thursday, excluding holidays
8 am to 11:30 am and 1 pm to 4 pm

Step 2 → *Obtain Development Plan Application*

- Download the application from website
- Request an application by email: planning@cityofindustry.org
- Request an application by phone: 626-333-2211
- Visit us at City Hall (address above)

Step 3 → *Fill Out Development Plan Application*

Please make sure you have completed all sections of the application prior to moving on to next step. Incomplete applications will not be accepted.

Step 4 → *Complete and Notarize Property Owner Consent Affidavit*

Step 5 → *Fill Out Construction Waste Management Plan Form*

Step 6 → *Obtain Valley Vista Services Approval*

Take your completed application to Valley Vista Services to obtain approval. You must obtain a signature of approval on "Application for Commercial/Industrial Waste Service" prior to submittal.

17445 Railroad Street
City of Industry, CA 91745
(800) 442-6454

Step 7 → *Submit Completed Application to City Hall*

Submit the completed application along with all required plans to the Planning Department for approval. Your project will be assigned to a Planner who will be the main contact. Within 30 days, City determines that necessary information is provided, and application can move forward.

A. If subject to Chapter 13.16, Stormwater and Urban Runoff Pollution Control, include a Preliminary LID Layout Plan (See attached sample) and a plan showing sufficient BMP's to comply with the ordinance. Contact the City with questions regarding stormwater pollution controls.

Step 8 → ***Environmental Review***

City performs environmental review per CEQA

Step 9 → ***Public Hearing Scheduled***

Public hearing with City Council scheduled and legal notifications posted/distributed

Step 10 → ***Public Hearing***

City Council Action

Step 11 → ***Approval***

Once your application has been approved, the Planning Department will issue an approval letter and conditions of approval.

City of Industry
Development Plan Application (Long Form)

15625 East Stafford Street • City of Industry • CA • 91744
Phone: (626) 333-2211• Fax: (626) 961-6795
www.cityofindustry.org

The Development Plan – Long Form – is used for most new construction, major exterior modifications and addition of exterior equipment, which cannot be exempted from Environmental Review. Please contact the Planning Department to determine if this application applies to your project.

Please type or print clearly

Project Location:_____ Assessor's Parcel Number_____
Street *Zip*

Zoning Designation: _____ General Plan Designation: _____

Project Contact Person: _____ Phone Number: _____ Email Address: _____

Address: _____
Street *City* *Zip*

Applicant: ☐ Property Owner ☐ Tenant ☐ Architect ☐ Engineer ☐ Builder

Name: _____ Phone Number: _____

Address: _____
Street *City* *Zip*

Property Owner Information:

Name: _____ Phone Number: _____

Address: _____
Street *City* *Zip*

Responsible Party:

Name: _____ Phone Number: _____

Address: _____
Street *City* *Zip*

Project Description (describe in detail):_____

_____

_____

Project Valuation: _____

	Existing	Proposed
Building Area		
Landscape Area		
Parking Spaces		
Land Area		

Applicant Name: _____ Applicant Signature: _____

Date: _____

Submittal Requirements for Development Plan – Long Form

- Property Owner Consent Affidavit (Attached).
- Two (2) sets and one PDF version on CD of fully dimensioned site plan(s) to scale, clearly showing 1) legal parcel lines, 2) landscaped areas, 3) parking striping plan, 4) drive aisles and driveways, 5) existing and proposed building walls, and 6) adjacent roadways. The site plan shall include calculations showing: 1) total site area, 2) total existing building area and/or proposed building area, 3) proposed building area and code required building area, 4) code required landscaped area and proposed landscaped areas, and 5) code required parking and proposed parking (See attached example).
- Two (2) sets – Fully dimensioned elevations (One set to be colored).
- Two (2) Sets – Fully dimensioned floor plan(s) with the use of each room/area clearly labeled (See attached example).
- Completed Environmental Information Form (Attached).
- A vicinity map on an aerial with subject site and streets clearly labeled. The vicinity map shall be of a scale to show entirety of all adjacent properties.
- Per Chapter 13.16 of The Municipal Code, a Preliminary L.I.D. Plan and a plan showing BMP's if applicable (See attached example).
- Completed Construction Waste Management Plan form (Attached).
- Completed Application for Construction/Demolition Waste and Recycling Services form (Attached).
- Processing Fee (This is a fee deposit) *
  - Deposit Reimbursement Agreement - An agreement will be required for all Projects submitted to the Planning Department. This will be arranged subsequent to all formal submittals. Payment fees along with the signed agreement will be required upfront for Staff to continue to the entitlement process.
  - Typically costs normally run from $4,000 to $15,000 but can be more. If an Environmental Impact Report (EIR) is required, the applicant will be required to pay the entire cost of the preparation of the EIR.

*** Please make checks payable to City of Industry**

CITY OF INDUSTRY

15625 East Stafford Street Suite 101 City of Industry CA 91744
(626) 333-2211 FAX (626) 961-6795
www.cityofindustry.org
planning@cityofindustry.org

PROPERTY OWNER CONSENT AFFIDAVIT FOR DEVELOPMENT PLAN LONG FORM APPLICATION

*****THIS FORM MUST BE NOTARIZED*****

BUSINESS DESCRIPTION _____

BUSINESS LOCATION _____

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF INDUSTRY)

DATE:

I/We, _____ , _____ , the **OWNER(s)** of the Real Property involved in this application, do hereby consent to the filing of this application. I/We do hereby appoint the following person(s) as my agent(s) to act on my behalf on the foregoing application:

OWNER'S AGENT: _____ Phone No. _____
(e.g. Property Manager) *(Printed Name of Agent)*

Address of Owner's Agent: _____
(Number) *(Street)* *(City)* *(State)* *(Zip)*

OWNER: _____
(Signature)

OWNER: _____
(Signature)

Address: _____
(Number) *(Street)*

_____
(City) (State) (Zip)

Address: _____
(Number) *(Street)*

_____
(City) (State) (Zip)

NOTE: A NOTARIZED OWNER'S AFFIDAVIT IS REQUIRED AS PARTY OF ALL APPLICATIONS. IF OWNERSHIP IS HELD OTHER THAN BY AND INDIVIDUAL, PROOF, IN THE FORM OF A SPECIAL POWER OF ATTORNEY, AUTHORIZED CORPORATE RESOLUTION, PARTNERSHIP AGREEMENT OR OTHER ACCEPTABLE DOCUMENT(S) SHALL BE SUBMITTED TO THE CITY ALONG WITH THE NOTARIZED SIGNATURES OF THOSE OFFICERS AUTHORIZED TO SIGN ON BEHALF OF THE CORPORATION OR PARTNERSHIP. PLEASE NOTE THAT OUR APPLICATION MAY NOT BE DETERMINED TO BE COMPLTE UNLESS AND UNTIL OWNERSHIP CAN BE VERIFIED.

FOR NOTARY USE ONLY

STATE OF _____)

COUNTY OF _____)

Subscribed and sworn to (or affirmed) before me this ____ day of _____ 20 _____

by _____, by _____
(Printed Name of Owner As Signed Above) (Printed Name of Owner As Signed Above)

proved to me on the basis of satisfactory evidence to be the person(s) who appeared to me.

_____ **SEAL**
NOTARY PUBLIC

CITY OF INDUSTRY
APPLICATION FOR CONSTRUCTION/DEMOLITION WASTE & RECYCLING SERVICES

Applications will not be accepted without this form **signed** by Valley Vista Visa Services and attached to the application. City of Industry Municipal Code requires every business to arrange for appropriate solid waste collection service with the City approved collector. The requirement applies to any permanent or temporary businesses operating in the City of Industry.

Valley Vista Services - (800) 442-6454
17445 RAILROAD STREET
CITY OF INDUSTRY, CA 91745

***BUSINESS INFORMATION* (please type or print clearly)**

Business Name/DBA: _____ Phone: _____

Service Address: _____
Street *Zip*

CONTRACTOR/PROJECT INFORMATION

Project Start Date: _____ Project Completion Date: _____ Contact Person: _____

Lead Contractor: _____ Contact Phone Number: _____

Contractor Address (Billing): _____

Estimate Material Types for Collection: _____

Payment of a deposit based on a waste flow projection is required before receiving a signature on this application. The waste flow projection will be based on the actual waste generation (volume) estimated during the course of the project. No Deposit shall be returned if self-hauling or unauthorized haulers are used on Project.

All delinquent charges and penalties imposed are deemed to be civil debts owed to the City by the customer and property owner, and may be collected by any available means, including the filing of a civil action.

Payment for service is the joint obligation of the customer and the property owner (if separate from the customer). In the case of non-payment by the customer, the owner of the property may be held responsible for payment and no new service may be established and no property related permit, approval or entitlement may be issued by the City until all delinquent amounts are paid.

BILLING DISPUTE PROCEDURES - Any customer who has been billed for service and desires to contest the extent, degree or reasonableness of the charges billed, must file a written statement of such protest with the collector and the City Manager's office within 30 days of the mailing of the disputed bill. The City Manager will review the accounts of customers who dispute collection charges within 30 days after receiving a written request for review. If an error is found after such review, the City or collector will promptly correct the error and, if required and at the City's sole discretion, the City or collector will either credit the customer's account or give the customer a refund.

OFFICE USE ONLY

Recycling and solid waste collection services have been reviewed and/or arranged for by the above business.

Project Description: _____

Scope of Services/Comments: _____

_____

_____

Approved by: _____ Date: _____

Account#: _____ Deposit Amount: _____

Environmental Information Form

The Environmental Information Form is intended to provide the basic information necessary for the evaluation of your project to determine its potential environmental impacts. This review provides the basis for determining whether the project may have a significant impact on the environment, as required by state law, or more specifically, the California Environmental Quality Act (CEQA). After this information has been evaluated by the Planning Department, a determination will be made regarding the appropriate environmental documentation for your project, in accordance with the CEQA Guidelines.

If no significant environmental impacts are anticipated, or if impacts can be mitigated or avoided by a change or specific requirement in the project's design or operation, a Negative Declaration or Mitigated Negative Declaration will be prepared. If potential significant environmental impacts are identified, an Environmental Impact Report must be prepared, which focuses on the areas of concern identified by the Initial Study.

The City of Industry, as Lead Agency, is required to comply with CEQA. In order to assist us in completing this required environmental review, please provide us with the information outlined below. Please note that upon review of the submitted information, City staff may request additional supporting documentation to assist in the environmental analysis of your project to ensure compliance with CEQA.

This Environmental Information Form works in concert with the other applications. Both need to be completed in order for your application to be accepted as complete. If you need assistance in completing the Environmental Information Form, or have questions regarding the environmental review procedures, please contact the Planning Department at (626) 333-2211.

General Information

1. Name developer, agent, or project sponsor:_____ Phone Number: _____

   Address: _____
   Street *City* *Zip*

2. Project name: _____ Assessor's Parcel Number: _____

   Address: _____
   Street *Zip*

Environmental Setting (Attach additional sheets and photos as necessary)

1. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical, or scenic aspects:

   _____

   _____

   _____

   _____

   _____

2. Provide photographs of the site and describe any existing structures onsite and the use of the structures:

   _____

   _____

   _____

3. Describe the surrounding properties (north, east, south, and west of the project site), including information on plants and animals and any cultural, historical, or scenic aspects. Indicate the type of land use (industrial, commercial, etc.), intensity of land use (warehousing, shops, department stores, etc.), and scale of development (height, frontage, setback, rear yard, etc.).:

_____

_____

_____

_____

4. Provide photographs of the surrounding uses and adjoining properties.

Project Description (attach additional sheets as necessary)

1. List and describe any other permits and approvals required for project implementation, including those required by local, regional, state, and/or federal agencies:

_____

_____

_____

2. List any other development proposals associated with the project and its relationship to a larger project or series of projects, if any:

_____

_____

_____

3. Demolition proposed: No:____ Yes:____ Square feet:_____

4. Tentative development schedule including start and completion dates, and phasing if proposed:

_____

_____

5. If commercial or office, indicate the type, whether neighborhood, city or regionally oriented, square footage, anticipated hours of operation, estimated employees per shift and number of shifts, and location of loading facilities and anticipated hours of loading/delivery operations:

_____

_____

_____

6. If industrial, manufacturing or warehouse, indicate the type and major function, square footage, anticipated hours of operation, estimated employees per shift and number of shifts, and location of loading facilities and anticipated hours of loading/delivery operations:

_____

_____

_____

_____

_____

7. If institutional, indicate the type and major function, square footage, anticipated hours of operation, estimated employees per shift and number of shifts, location of loading facilities and anticipated hours of loading/delivery operations, and community benefits to be derived from project:

_____

_____

_____

_____

8. If the project involves an exception, conditional use permit, or re-zoning application, state this and indicate clearly why the application is required:

_____

_____

_____

Potential Environmental Impacts

If any of the following items are applicable to your project please discuss (use a separate sheet as necessary).

		Yes	No
1.	Change in existing features of any drainage ways or hills, or substantial alteration of any ground contours.	☐	☐
2.	Change in scenic views or vistas from existing residential areas or public lands or roads.	☐	☐
3.	Change in pattern, scale, or character of the general area of the project.	☐	☐
4.	Result in significant amounts of solid waste or debris.	☐	☐
5.	Change in or introduction of air emissions (e.g., dust, ash, smoke, fumes) or odors in the vicinity during grading and/or construction phases.	☐	☐
6.	Change in surface water (e.g., channel, stream) or ground water quality or quantity.	☐	☐
7.	Substantial alteration of existing drainage patterns that could lead to flooding on- or offsite.	☐	☐
8.	Substantial change in noise or vibration levels in the project vicinity during grading and/or construction phases.	☐	☐
9.	Substantial change in traffic patterns and circulation in the project vicinity.	☐	☐
10.	Substantial change in topography of project site and/or vicinity.	☐	☐
11.	Site located on filled land or on slopes of 10 percent or more.	☐	☐
12.	Use or disposal of potentially hazardous materials, such as toxic substances, flammables, or explosives.	☐	☐
13.	Substantial change in demand for public services and utilities and service systems (police, fire, water, wastewater, solid waste, electricity, gas, etc.)	☐	☐
14.	Substantial increase in fossil fuel consumption (electricity, oil, natural gas, etc.)	☐	☐

What studies have been prepared for this site that might assist the City in reviewing the potential environmental impacts of the project? Some examples of such studies include environmental site assessment, soils and geology study, biological resources study, cultural resources study, hydrology study, etc. These studies may have been prepared for this project or some earlier development project. Supporting documentation or studies may answer questions and facilitate the processing of your application.

Certification

I am the legal owner of the property that is the subject of this application or have been authorized by the owner to act on his/her behalf regarding this application. I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief. I further acknowledge that any false statements or information presented herein may result in the revocation of any approval or permit granted on the basis of this information.

Name of preparer:_____ Preparer's signature: _____

Date: _____

Waiving the California Department of Fish and Wildlife CEQA Fee

Your project may be eligible to have the Fish and Wildlife Fees waived by the CDFW. Please see the following summary and go to the following website for complete information:

http://www.dfg.ca.gov/habcon/ceqa/nedprocess.html

If the fee is waived, return the written NED to the Planning Department

CDFW Summary Information

No Effect Determination (NED)

Pursuant to Fish and Game Code (FGC) Section 711.4(c)(1), all project applicants and public agencies subject to the California Environmental Quality Act (CEQA) shall pay a filing fee for each project. The filing fee will be waived however, if the project will have no effect on fish and wildlife.

NED Eligibility

CDFW may determine that a project would have no effect on fish and wildlife if:

- The project would **not** result in or have the potential to result in harm, harassment, or take of any fish and/or wildlife species.
- The project would **not** result in or have the potential to result in direct or indirect destruction, ground disturbance, or other modification of any habitat that may support fish and/or wildlife species.
- The project would **not** result in or have the potential to result in the removal of vegetation with potential to support wildlife.
- The project would **not** result in or have the potential to result in noise, vibration, dust, light, pollution, or an alteration in water quality that may affect fish and/or wildlife directly or from a distance.
- The project would **not** result in or have the potential to result in any interference with the movement of any fish and/or wildlife species.

Examples of Qualifying Projects

CDFW has previously found the following types of projects to have no effect on fish and wildlife:

- Development and redevelopment in highly urbanized or industrialized settings, typically within existing footprints, and demolition and rebuilding at sites where the project did not affect nearby animals, bat roosts, nesting birds, and other resources.

- Projects that are statutorily or categorically exempt from CEQA are not subject to the filing fee and do not require a NED.
- Minor zoning changes that did not lead to or allow new construction, grading, or other physical alterations to the environment.
- Minor modifications to existing structures including addition of a second story to single or multi-family residences.
- Approval of administrative regulations, school, or special district redistricting, and air quality improvement plans subject to CEQA that did not authorize activities that could cause effects on fish and wildlife, or physical alterations to the environment.

NED Process

Submitting a Request

If you anticipate that your project will have no effect on fish and wildlife, please contact the appropriate regional office; and

- Complete a NED Request Form and send to the appropriate Regional Office with the environmental document. Documents submitted in digital format are preferred (e.g., email, compact or digital videodisk).
- If you receive a NED, keep the original NED for your records and submit two copies to the county clerk (for local agencies) or Office of Planning and Research-State Clearinghouse (state agencies) along with the Notice of Determination (14 CCR Section 753.5(c)(2)). Certified Regulatory Program applicants please keep the original NED for your records and submit a copy to the Natural Resources Agency along with the Notice of Decision.

Finding No Effect

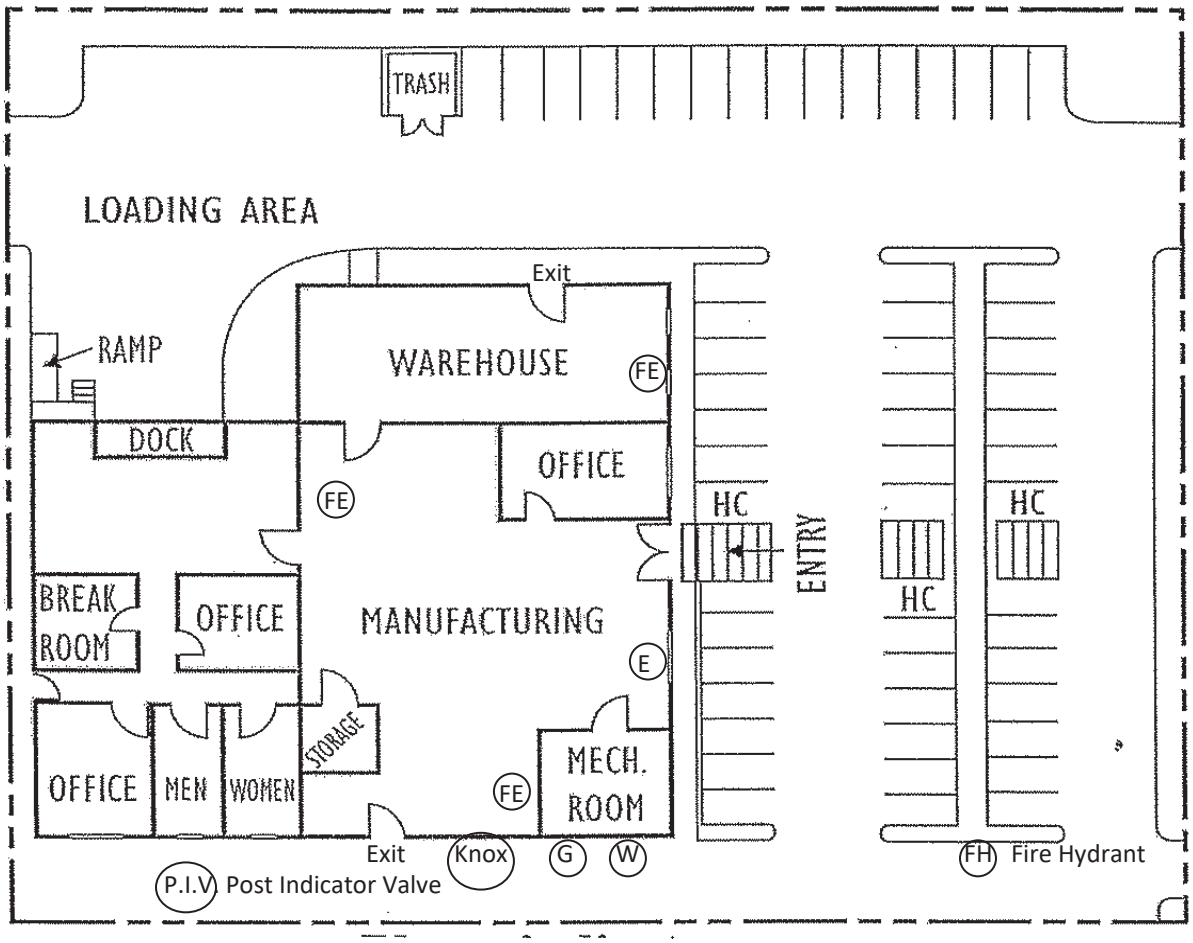
If CDFW determines a project will not have a potential effect on fish, wildlife, or habitat, then CDFW staff will provide the project applicant a written NED. The lead agency shall retain the written NED and file a copy with the NOD or a Notice of Decision. Only a CDFW-issued NED form will be accepted in lieu of the CEQA filing fee.

City of Industry Example Floor Plan

Please submit a site plan and floor plan for your site. The plan needs to show site layout, size and location on property: both in square feet, cross streets, parking and storage areas. The floor plan needs to indicate how the interior floor plan will be used. If you are sharing the space with others, please indicate how the space will be divided. Show all exit doors, fire extinguishers, fire hose cabinets, special fire or life safety systems. This will be used for both the Use Permit requirement and Los Angles County Fire Department requirement. Please see example below:

Big Ben Furniture Company
12345 Gale Avenue, City of Industry

Gale Avenue

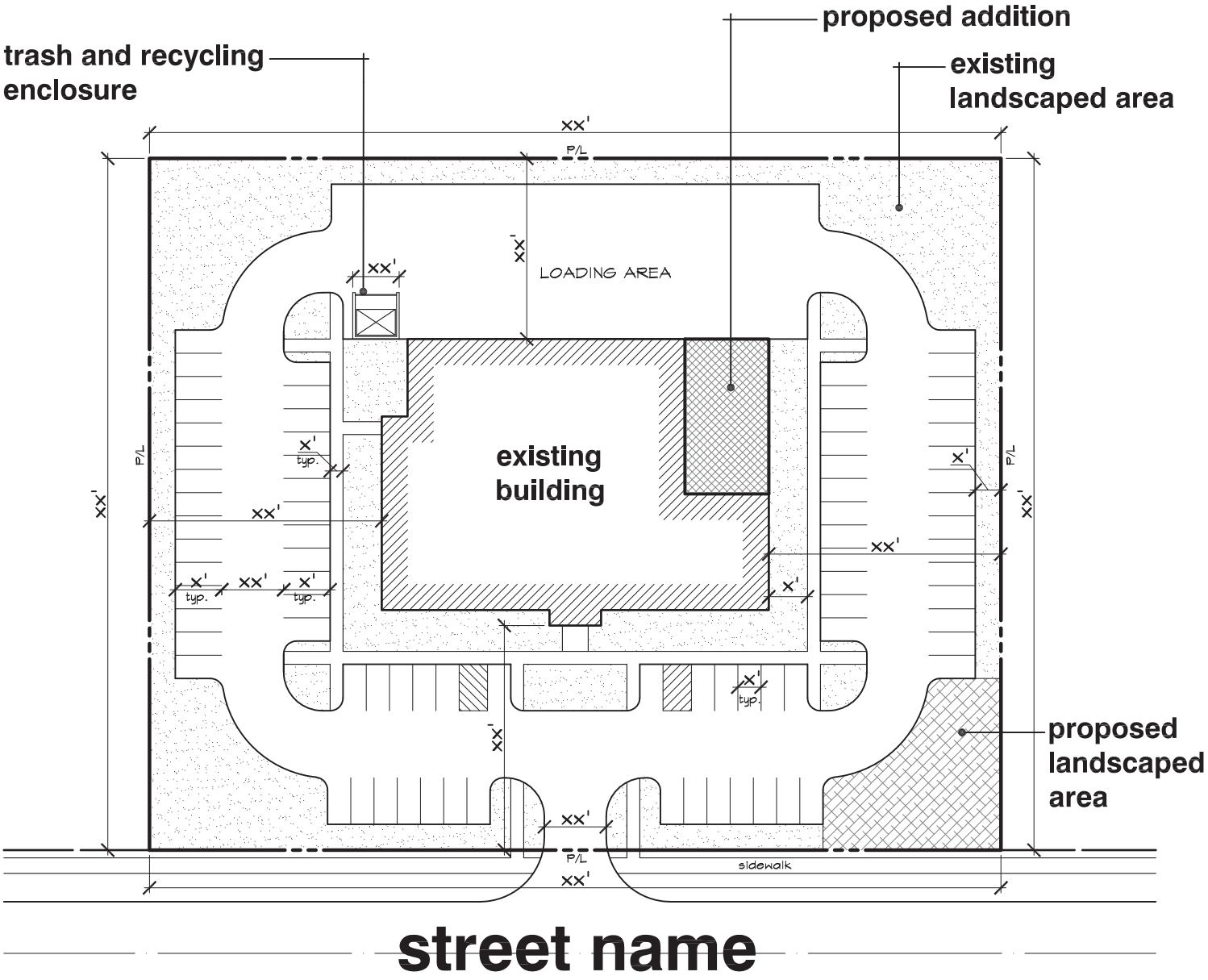


G	Gas Shut-Off	FE	Fire Extinguisher	Knox	Access Keys
W	Water Shut-Off	E	Electrical Panel	FH	Fire Hydrant

Gross Building Area:

Office	12,600 SF
Manufacturing Area:	12,600 SF
Warehousing Area:	6,825 SF
Total Area:	32,025 SF

City of Industry Example Site Plan



LEGEND

SITE PLAN DATA

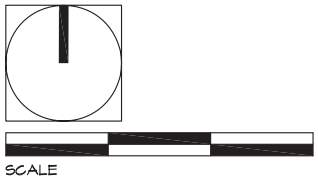
TOTAL SITE AREA:	XX AC.
EXISTING BUILDING AREA:	XX AC.
PROPOSED BUILDING AREA:	XX AC.
TOTAL BUILDING AREA:	XX AC.
REQUIRED BUILDING/LOT RATIO:	XX%
PROPOSED BUILDING/LOT RATIO:	XX%

LANDSCAPE DATA

TOTAL LANDSCAPED AREA:	XX AC.
REQUIRED LANDSCAPE RATIO:	XX%
PROPOSED LANDSCAPE RATIO:	XX%

PARKING DATA

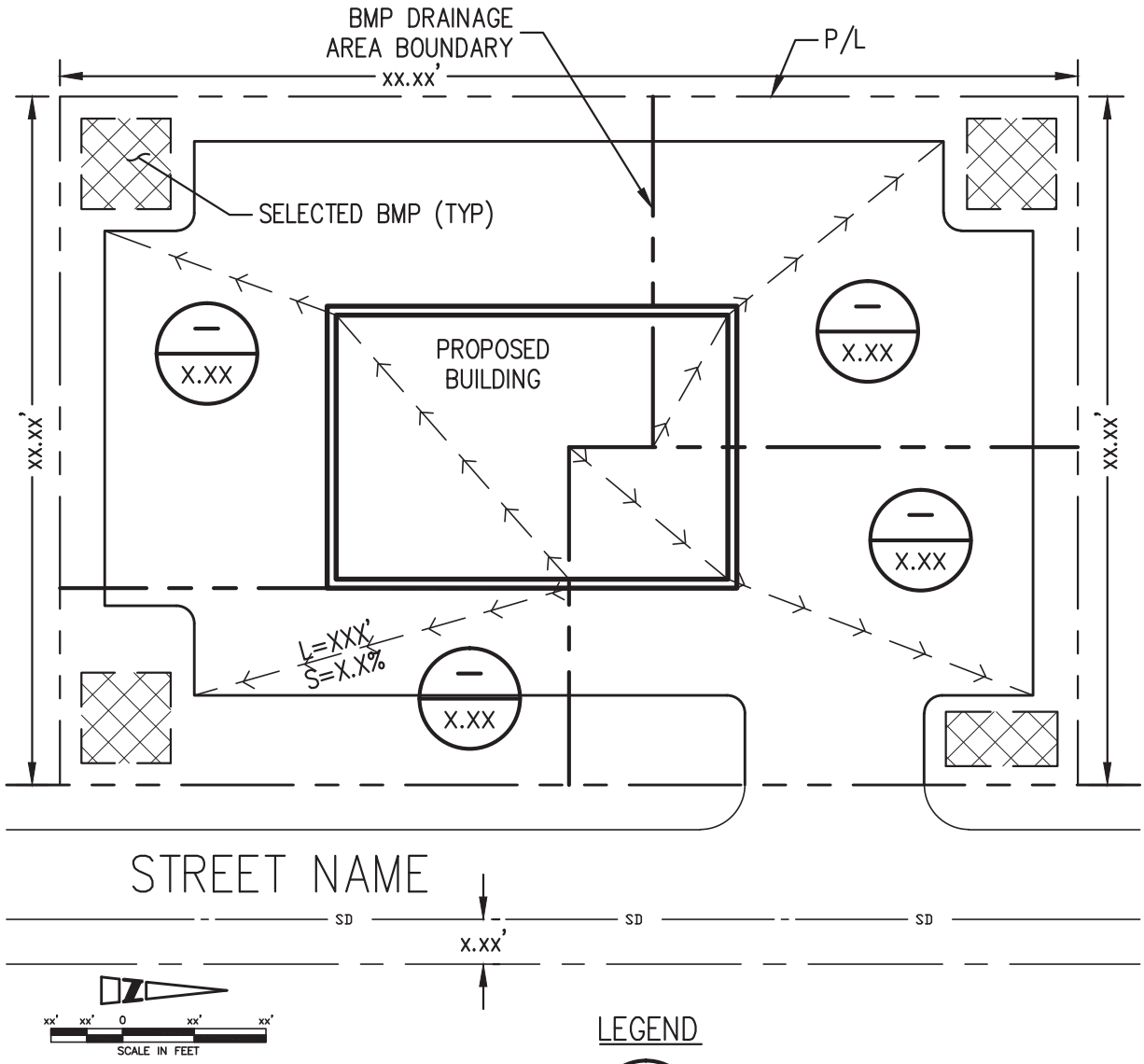
TOTAL PARKING REQUIRED:	XX SPACES
TOTAL PARKING PROVIDED:	XX SPACES



NOTE:

THIS IS AN EXAMPLE OF THE MINIMUM INFORMATION REQUIRED ON SITE PLANS SUBMITTED IN CONJUNCTION WITH APPLICATIONS FOR DEVELOPMENT. FAILURE TO PROVIDE THE NECESSARY INFORMATION MAY RESULT IN THE REJECTION OF APPLICATIONS AND TIME DELAYS. IN SOME INSTANCES, SUCH AS MINOR INTERIOR MODIFICATIONS, STAFF MAY WAIVE THE REQUIREMENT TO PROVIDE SOME INFORMATION THAT IS NOT RELEVANT TO THE PROPOSAL; HOWEVER, THIS WILL ONLY BE DETERMINED BY PLANNING STAFF PRIOR TO APPLICATION SUBMITTAL. IT IS STRONGLY ADVISED THAT ALL APPLICANTS MEET WITH PLANNING STAFF PRIOR TO SUBMITTAL TO REVIEW THE PROPOSED PROJECT AND SUBMITTAL REQUIREMENTS. 10 MINUTES CAN SAVE A LOT OF TIME AND EXPENSE.

SAMPLE PRELIMINARY LID LAYOUT PLAN



LEGEND

X.XX — BMP DRAINAGE MANAGEMENT AREA AREA (AC)

L=XXX' / S=X.X% — SURFACE FLOW PATH (L=LENGTH, S=SLOPE)

PLAN TO INCLUDE THE FOLLOWING ITEMS:

1. ROUGH GRADING CONCEPT, INCLUDING SUFFICIENT SPOT ELEVATIONS AND CONTOURS TO VERIFY DRAINAGE PATTERNS AND DIRECTION OF FLOW.
2. GENERAL SURFACE FLOW DIRECTIONS WITH APPROXIMATE LENGTH AND SLOPE.
3. TABLE SHOWING THE FOLLOWING INFORMATION FOR EACH BMP DRAINAGE AREA: AREA IN ACRES, % IMPERVIOUS, SWDQv, SELECTED BMP(S) AND BMP SIZES AND/OR DIMENSIONS.
4. SHOW LOCATION OF EXISTING PUBLIC STORM DRAIN LINE, INCLUDING SIZE.

CITY OF INDUSTRY

Construction & Demolition Debris Diversion Program

This brochure provides a summary of the requirements for construction and demolition debris recycling and landfill diversion in the City of Industry.

Background

- Senate Bill 1374, signed into law in 2002, requires local governments to quantify and account for construction and demolition waste diverted from landfills in their annual reports to CalRecycle. Each jurisdiction is also directed to develop and promote construction and demolition diversion programs that achieve a diversion range of 50%-75% per project.

- Effective January 1, 2011, the 2010 California Green Building Standards (CALGreen) went into effect mandating that all new construction projects develop a Construction Waste Management Plan (CWMP) that describes the diversion of at least 50% of the waste generated by the project.

Requirements

In order to ensure compliance with Senate Bill 1374 and CALGreen standards, all new construction and deconstruction waste generated within the City must comply with the following requirements (Industry Municipal Code Chapter 8.20):

1. All new construction projects must complete the attached Construction & Demolition Waste Management Plan (also known as "CWMP") and divert at least 50% of the project's waste. As a part of a **Development Plan** application, all CWMP's must be submitted to the City of Industry Planning Department for review by the City's Recycling Coordinator prior to issuing a permit.

2. Use of the City's franchise waste hauler (Valley Vista Services) is required for any waste material(s), or construction and demolition debris generated from the construction or deconstruction of any project within the City of Industry, unless that material is recycled. Recycled material(s) must be collected by a recycler that has a valid City of Industry recycling permit.

3. Each construction and demolition project is required to report to the City all materials diverted, reused or disposed from the project. Required information includes the total volume or weight by material type, and the facility where this material was taken for recycling or disposal. This information must be reported prior to the issuance of a building permit final from the City.

For more information about construction/demolition waste, please contact the program consultant:
Waste Systems Technology, Inc. • Jeff Duhamel • (562) 432-3700 • JD@WasteSystemsTech.com

Visit the City of Industry's website at www.cityofindustry.org
to review the Municipal Code.

Printed on recycled paper with soy-based inks.

CITY OF INDUSTRY

Construction Waste Management Plan (CWMP)

This form must be completed for all 1) new construction projects 2) demolition projects, and 3) alterations/improvements to existing structures.

Project Name:_____ Address: _____

Applicant:_____ Phone: _____

❑ Owner ❑ Property Mgr. ❑ Contractor ❑ Architect ❑ Other _____

Mailing Address: _____ City: _____ Zip:_____

1. Project Type: ❑ New Construction ❑ Demolition ❑ Addition/Alteration/Tenant Improvement

2. Building Area Square Footage:_____

3. Estimated Start Date: _____ Estimated Completion Date:_____

4. Brief Project Description:_____

PROJECT CONTACT INFORMATION

All debris generated on-site MUST be hauled by the City of Industry franchise hauler, Valley Vista Services, Inc. The only exception is single stream source-separated recyclable material(s), which must be hauled by a recycler with a valid City of Industry collectors permit.

- *Prior to receiving approval of a **Development Plan** by the City of Industry, the project contractor(s) **must** submit this construction waste management plan (CWMP).*
- *Prior to receiving a **Building Permit Final**, the contractor **must** demonstrate compliance with the City of Industry Integrated Waste Management Plan Ordinance (IMC Chapter 8.20) by providing documentation for all materials re-used and/or recycled on or off-site.*

Contractor is required to divert a minimum of 65% of all solid waste generated by project activities.

❑ Applicant requests that the franchise hauler, **Valley Vista Services**, process all or a portion of the project generated materials through **mixed waste construction and demolition debris processing.**

❑ Applicant chooses to conduct material **re-use** to meet all or part of the 65% diversion mandate.

❑ Applicant chooses to conduct certain off-site recycling practices by a City of Industry permitted collector.

_____ _____ _____

Applicant Signature E-Mail Address Date

For more information about the City of Industry constructions waste management program, please contact:
MuniEnvironmental at 562-432-3700 or by Email, info@MuniEnvironmental.com

California Green Building Standards (CALGreen)

Construction Waste Diversion Mandates

- Effective January 1, 2017, Section 5.408 "Construction Waste Reduction, Disposal and Recycling" of the 2016 California Green Building Standards Code (CALGreen) requires that all new construction and demolition projects develop a Construction Waste Management Plan that recycles and/or salvages for reuse a minimum of **65 percent** of the non-hazardous construction and demolition waste in accordance with Section 5.408.1.1, 5.408.1.2 or 5.408.1.3.

Construction Waste Management Plan (5.408.1.1)

1. Identify that the construction and demolition waste materials to be diverted from disposal by efficient usage, recycling, reuse on the project or salvaged for future use or sale.
2. Determine if construction and demolition waste materials will be sorted on-site (source-separated) or bulk mixed for processing. (*Bulk mixed processing **shall be** provided the City of Industry franchise hauler)
3. Identify the diversion facility where the construction and demolition waste material collected will be taken.
4. Specify the amount of construction and demolition waste materials diverted by weight or volume, but not both.

Waste Management Company (5.408.1.2)

Utilize a waste management company that will provide verifiable documentation that the percentage of construction and demolition waste material diverted from the landfill complies with this section.

Waste Stream Reduction Alternative (5.408.1.3)

The combined weight of new construction disposal that does not exceed two pounds per square foot of **building area** may be deemed to meet the 65 percent minimum requirement as approved by the enforcing agency.

Documentation (5.408.1.4)

Documentation shall be provided to the enforcing agency, which demonstrates compliance with Sections 5.408.1.1 through 5.408.1.3. The Waste Management Plan shall be updated as necessary and shall be accessible during construction for examination by the enforcing agency.

Universal Waste (5.408.2)

Additions or alterations to a building or tenant space that meet the scoping provisions in Section 301.3 for non-residential additions and alterations, shall require verification that Universal Waste items such as fluorescent lamps and ballast and mercury containing thermostats as well as other California prohibited Universal waste materials are disposed of properly and are diverted from landfills.

For more information about the City of Industry constructions waste management program, please contact:
MuniEnvironmental at 562-432-3700 or by Email, info@MuniEnvironmental.com

Printed on recycled paper with soy-based inks.

AQ/GHG Project Data Needs
Project Design Information Request Form

Please fill out as much of the following information as possible.

General Information Required:

Final Project Description that includes:		
	• Type of Development:	
	• Land-use Type and quantity (sq ft/du):	
	• Project Address:	
	• First Year of Operation: (i.e. if construction finishes in August 2017, first operational year is 2017).	
	• Population: (Number of residents and employees)	
	• Site Acreage:	
Site Maps (as available)		
Is there a "Sustainability" plan or Energy Reduction Plan associated with the project?		
Is there a Traffic Demand Management plan associated with the project?		
Are project specific utility reports being prepared for wastewater, water, etc?		

For residential land uses:		
	# of units with wood burning stoves	
	# of units with wood burning fireplaces	
	# of units with natural gas fireplaces	
	If unknown we will assume 100% natural gas unless otherwise specified.	

The following information is requested if project specific analysis for energy, water, and waste consumption and generation is being conducted. This will keep the analysis consistent with the rest of the environmental document.

Utility Information:			
Energy Information			
	Electric Company for the project area		
	Electricity Use:		
		KWhr/year Total Project	
		KWhr/unit/year (where unit is 1,000 square feet or # of dwelling unit)	
	Natural Gas Use:		

AQ/GHG Project Data Needs
Project Design Information Request Form

		KBTU/year Total Project	
		KBTU/unit/year	
		(where unit is 1,000 square feet or # of dwelling units)	
Water & Wastewater usage			
		Gallons/year total water consumption	
		Gallons/year indoor water consumption	
		Gallons/year outdoor water consumption	
		Does the project have septic?	
Solid Waste:			
		tons per year Total project	
		tons per year per land use type	
		Landfill that serves the project area	

Which of the following are incorporated into the project design (detail only those included in the design but not included in one of the plans to be submitted). Some of these measures are not applicable to all projects. If you do not have a feature incorporated into the project design, please indicate if you are willing to implement the feature incase additional reductions to impacts are needed. Additional measures may be added if these measures do not sufficiently reduce impacts.

		Amount	**Willing to Implement?**
Transportation Measures			
Trip reduction program:			
	% employ eligibility		
	Voluntary or Required?		
Subsidized transit usage:			
	% employ eligibility		
	Daily amount:		
Employee Parking "Cash-out"			
	% employ eligibility		
Workplace Parking Charge			
	% employ eligibility		
	Daily amount:		
Implementation of school bus program			
	% families using program		
Telecommuting/Alternative work schedule:			
	% employee work 9/80		
	% employee work 4/40		
	% employee telecommute at least 1.5 days		
Employee Vanpool/Shuttle			

AQ/GHG Project Data Needs
Project Design Information Request Form

		Amount	Willing to Implement?
	% employee eligibility		
Provide Ride Sharing Program			
	% employee eligibility		
Market Commute Trip Reduction Option			
	% employee eligibility		
Provide BRT System			
	% Lines BRT		
Expand Transit Network			
	% increase Transit Coverage		
Increase Transit Frequency			
	Level of implementation < or Less than 50%?		
	% Reduction in Headways		
Limit Parking Supply			
	% reduction in spaces		
Unbundle Parking Costs			
	Monthly Parking Cost		
On-Street Market Pricing			
	% increase in Price		
Energy Measures			
Only Natural Gas Hearth			
No Hearth			
Electric Landscape equipment (% of equipment to be electric)			
Exceeds 2013 Title 24 improvement by what percentage?			
Install high efficiency lighting (reduce consumption by what %)?			
Onsite Renewable Energy			
	kWh Generated		
	% of Electricity Use Generated		
Water Measures			
Use of reclaimed water:			
	% indoor		
	% outdoor		
Use of grey water			
	% indoor		
	% outdoor		

AQ/GHG Project Data Needs
Project Design Information Request Form

		Amount	Willing to Implement?
Install low-flow bathroom faucet			
	(% reduction if known)		
Install low-flow kitchen faucet			
	(% reduction if known)		
Install low-flow toilet			
	(% reduction if known)		
Install low-flow shower			
	(% reduction if known)		
Turf reduction			
	acres		
	% reduction		
Use Water-efficient Irrigation System			
	(% reduction if known)		
Water Efficient Landscape			
	Maximum Applied Water Allowance (gal/yr)		
	Estimated total Water Use (gal/yr)		
Waste Measures			
Institute Recycling and Composting services			
	% Reduction in solid waste		

AQ/GHG Project Data Needs
Construction Information Request Form

Please provide as much of the information as possible. Provide additional files/pages as necessary.

The following information is required in order to perform the minimum CalEEMod emissions modeling:

1. Start Date/End Date of construction activity	
2. Amount of import & export of material	
3. Amount of demolition anticipated (building square footage)	

The following information will help us to better model the specific project (please use additional pages if necessary to include all equipment to be used):

Daily hours of Construction:			
Acres of disturbance per day:			
Schedule breakdown by phase:			
	Demolition:		
		Date Start:	
		Date End:	
		Equipment to be used (type, number, hours per day, HP, load factor)	•
		Amount (sq foot of building)	
		Distance to site to which material is exported	
		Capacity of haul trucks	
		Amount of material to be reused/recycled	
	Site Preparation (vegetation removal):		
		Date Start:	
		Date End:	
		Equipment to be used (type, number, hours per day, HP, load factor)	•
		Acreage:	
	Grading:		
		Date Start:	
		Date End:	
		Equipment to be used (type, number, hours per day, HP, load factor)	•
		Amount of soil import (cubic yards)	

AQ/GHG Project Data Needs
Construction Information Request Form

		Amount of soil export (cubic yards)	
		Distance to site from which soil is imported	
		Distance to site to which soil is exported	
		Capacity of haul trucks	
	Building Construction:		
		Date Start:	
		Date End:	
		Equipment to be used (type, number, hours per day, HP, load factor)	•
	Paving:		
		Date Start:	
		Date End:	
		Equipment to be used (type, number, hours per day, HP, load factor)	•
		Amount of project site (acres):	
	Architectural Coating:		
		Date Start:	
		Date End:	
		VOC content (g/L) interior:	
		VOC content (g/L) exterior:	

AQ/GHG Project Data Needs
Traffic Study Information Request Form

Please provide as much of the information as possible. Please provide additional files/pages as necessary.

The following information is required:

LOS determination for intersections
Intersection Volumes/direction breakdown (if LOS for intersections is D or worse)
Trip rate per land use type
Average daily
Or: weekday
Saturday
Sunday

The following information will help us to better model the specific project:

Average Trip Length
Residential
Non-Residential
Roadway widths for all intersections
(If widths are given by roadway class, please provide class for each roadway)
Speed limits on roadways
# of Intersections per Square Mile

Were the following included in determining the Project Specific Trip Generation Rates?

Transportation Measures	
Trip reduction program:	
% employ eligibility	
Voluntary or Required?	
Subsidized transit usage:	
% employ eligibility	
Daily amount:	
Employee Parking "Cash-out"	
% employ eligibility	
Workplace Parking Charge	
% employ eligibility	
Daily amount:	
Implementation of school bus program	
% families using program	

AQ/GHG Project Data Needs

Traffic Study Information Request Form

Telecommuting/Alternative work schedule:	
% employee work 9/80	
% employee work 4/40	
% employee telecommute at least 1.5 days	
Employee Vanpool/Shuttle	
% employee eligibility	
Provide Ride Sharing Program	
% employee eligibility	
Market Commute Trip Reduction Option	
% employee eligibility	
Provide BRT System	
% Lines BRT	
Expand Transit Network	
% increase Transit Coverage	
Increase Transit Frequency	
Level of implementation < or Less than 50%?	
% Reduction in Headways	
Limit Parking Supply	
% reduction in spaces	
Unbundle Parking Costs	
Monthly Parking Cost	
On-Street Market Pricing	
% increase in Price	

AQ/GHG Project Data Needs
Utility Information Request Form

The following information is requested if project specific analysis for energy, water, and waste consumption and generation is being conducted. This will keep the analysis consistent with the rest of the environmental document. Information can be attached or provided electronically as is most convenient.

Energy Information

- Electric Company for the project area _____
- Electricity Use:
  - KWhr/year Total Project _____
  - KWhr/unit/year _____
    - (where unit is 1,000 square feet or # of dwelling unit)
- Natural Gas Use:
  - KBTU/year Total Project _____
  - KBTU/unit/year _____
    - (where unit is 1,000 square feet or # of dwelling units)

Water & Wastewater usage

- Gallons/year total water consumption _____
- Gallons/year indoor water consumption _____
- Gallons/year outdoor water consumption _____
- Does the project have septic? _____

Solid Waste:

- tons per year Total project _____
- tons per year per land use type _____
- Landfill that serves the project area _____