



CITY OF RICHMOND

DEMOLITION WASTE AND RECYCLABLE MATERIALS

BYLAW NO. 9516

EFFECTIVE DATE - MARCH 14, 2016

DEMOLITION WASTE AND RECYCLABLE MATERIALS

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DEMOLITION WASTE AND RECYCLABLE MATERIALS BYLAW NO. 9516

WHEREAS:

Part 2, Division 1, Section 8 of the *Community Charter* confers upon the **City** authority to, by bylaw, regulate, prohibit, and impose requirements in relation to the protection and enhancement of the well-being of its community in relation to refuse, garbage or other material that is noxious, offensive or unwholesome, and in relation to the use of waste disposal and recycling services;

Part 7, Division 2, Section 194 of the *Community Charter* confers upon the **City** authority to, by bylaw, impose a fee in respect of the exercise of authority to regulate, prohibit or impose requirements;

The Greater Vancouver Sewerage and Drainage District, Greater Vancouver Regional District, and their respective member municipalities, including the **City**, have set a target in the Integrated Solid Waste and Resource Management Plan of 70% diversion of municipal solid waste from disposal by 2015;

It is deemed desirable to regulate, prohibit, and impose requirements with respect to the use of waste disposal and recycling services to ensure that waste and recyclable materials resulting from demolition work are managed in a manner that enhances and protects the well-being of the community and the target diversion rate is achieved,

The Council of the City of Richmond enacts as follows:

PART ONE: APPLICATION AND AGREEMENT

- 1.1 No person shall commence or continue, or cause or allow the commencement or continuation of, any **work** except in accordance with the provisions of this Bylaw.
- 1.2 The **building inspector** may, in cases where this Bylaw would otherwise apply, approve **work**, in writing, and deem it exempt from application of this Bylaw in circumstances where such **work** is required to be carried out in the interests of public health and safety or to be carried out immediately in the case of emergency.
- 1.3 Nothing in this Bylaw precludes or relieves a person from complying with any provision of the **Building Bylaw**, other bylaws of the **City**, or any federal, provincial, or local government laws or regulations applicable to **work**.

- 1.4 Neither the review nor acceptance of a **waste disposal and recycling services plan**, or **compliance report** constitutes a representation, warranty, assurance or statement by the **City** that the **owner** has complied with the **Building Bylaw**, this Bylaw, or any other applicable enactment, law, or regulation respecting safety.

PART TWO: MANDATORY RECYCLING

- 2.1 At the time of submitting an application for a **building permit** for **work**, a properly completed **waste disposal and recycling services plan** regarding the management of **waste** and **recyclable material** must be signed by the **owner** or **agent** and submitted to the **building inspector**.
- 2.2 No person shall commence or continue, or cause or allow the commencement or continuation of, any **work** unless the **building inspector** has approved a **waste disposal and recycling services plan** for that **work**.
- 2.3 If **recyclable material** is removed from a **site**, the **recyclable material** must be removed:
- (a) to a **recycling facility**; or
 - (b) in accordance with an approved **waste disposal and recycling services plan**, including **reuse** by the **owner** or **agent**, removal to a **recycling facility**, or as otherwise set out therein.
- 2.4 If **waste**, other than **recyclable material**, is removed from a **site**, the **waste** must be removed to a **disposal facility**.

PART THREE: COMPLIANCE REPORTING AND RECORD KEEPING

- 3.1 To ensure compliance with this Bylaw, the **owner** or **agent** must keep records of the surveying, removal, handling, management, and **disposal** of **waste** and **recyclable material**, including:
- (a) payment receipts, donation receipts, weigh bills, inspection reports, clearance letters, sampling reports, waste transport manifests, and recycling verification letters from mixed load **recycling facilities** detailing the percentage of **waste** recycled, **reused** or **disposed**;
 - (b) photographs, if applicable, recording the removal of **recyclable material** from the **site** as specified in an approved **waste disposal and recycling services plan**; and
 - (c) any other records that the **building inspector** specifies, at the time of application for a **building permit** for **work**, must be kept.
- 3.2 Within ninety (90) days after **project completion**, the **owner** or **agent** must submit the following to the **building inspector**:
- (a) a properly completed **compliance report**; and

- (b) originals of the records required to be kept under section 3.1 above.

PART FOUR: FEES

- 4.1** Every person who performs, or causes or allows the performance of **work**, must pay the non-refundable **application fee** and the **waste disposal and recycling services fee** at the time of submitting the **waste disposal and recycling services plan**.
- 4.2** The holder of the **building permit** for the **work** is eligible for a **fee refund**, as calculated in accordance with Schedule “B” attached to this Bylaw, if the following have also been completed to the satisfaction of the **building inspector**:
- (a) a **waste disposal and recycling services plan**;
 - (b) within ninety (90) days after **project completion**,
 - (i) a **compliance report**;
 - (ii) submission of the originals of the records required to be kept under section 3.1 above; and
 - (iii) an application to the **building inspector** for the **fee refund**;
 - (e) within seven (7) days of being requested to do so, submission to the **building inspector** of any of the records required to be kept under this Bylaw, in addition to those submitted under 4.2(b)(ii) above, in order to evaluate eligibility for the **fee refund**.

PART FIVE: OFFENCES, PENALTIES AND ENFORCEMENT

- 5.1** (a) A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time; and
- (b) A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time, in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*, as amended and replaced from time to time.
- 5.2** Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than \$2,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.
- 5.3** Any person who contravenes or violates any provision of this Bylaw, or any **building permit** for **work** issued in connection with this Bylaw, or who suffers or allows any act or

thing to be done in contravention or violation of this Bylaw, or any **building permit for work** issued in connection with this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, or any **building permit for work** issued in connection with this Bylaw, commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

PART SIX: INTERPRETATION

6.1 In this bylaw, unless the context requires otherwise:

AGENT	means a person authorized in writing to act on behalf of the owner in connection with a building permit , including a hired tradesman or contractor.
APPLICATION FEE	means the fee set-out in the City's Consolidated Fees Bylaw No. 8636, as amended from time to time.
BUILDING BYLAW	means the City's Building Regulation Bylaw No. 7230, as amended or replaced from time to time.
BUILDING INSPECTOR	means the Manager, Building Approvals Department or those positions or persons designated by Council to act under this bylaw in the place of the manager.
BUILDING PERMIT	has the same meaning defined in the Building Bylaw .
CITY	means the City of Richmond.
COMMUNITY CHARTER	means <i>Community Charter</i> , SBC 2003, c. 26, as amended or replaced from time to time.
COUNCIL	means the Council of the City .
COMPLIANCE REPORT	means a report substantially in the form attached to this Bylaw as Schedule "B", as modified from time to time by the building inspector .
CORPORATE OFFICER	means the person appointed by Council pursuant to section 148 of the Community Charter as the Corporate Officer of the City , or his or her designate.
DISPOSAL	means: <ul style="list-style-type: none"> (a) the abandonment, discard, or destruction of any materials, substances, or objects; and (b) the application, release, or incorporation of materials, substances or objects in or to land.

DISPOSAL FACILITY

means a **facility** that:

- (a) has a valid and subsisting permit, licence, or operational certificate issued under **GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw** for the operation of a disposal facility regulated under that bylaw;
- (b) is approved as a disposal facility under the **Integrated Solid Waste and Resource Management Plan**; or
- (c) destroys or landfills **waste** in the course of conducting an industry, trade, or business.

FACILITY

means any land, building, site, or structure.

FEE REFUND

means the refund of a **waste disposal and recycling services fee** paid in respect of a **waste disposal and recycling services plan** as calculated in accordance with Schedule "B" attached to this Bylaw.

GVS&DD

means the Greater Vancouver Sewerage and Drainage District.

HAZARDOUS MATERIALS

means any material, product, or substance regulated as a controlled product or hazardous waste under the *B.C. Workers Compensation Act* and *B.C. Environmental Management Act*, respectively, that is present on a **site** or is produced, originates, or results from **work**.

INTEGRATED SOLID WASTE AND RESOURCE MANAGEMENT PLAN

means **GVS&DD's** approved Integrated Solid Waste and Resource Management Plan.

MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIAL REGULATORY BYLAW

means the **GVS&DD's** Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996, as amended or replaced from time to time.

ONE-FAMILY DWELLING

has the same meaning defined in the **Building Bylaw**.

OWNER

means the registered owner of an estate in fee simple, the registered owner of a leasehold estate and also includes:

- (a) the tenant for life under a registered life estate;

- (b) the registered holder of the last registered agreement for sale;
- (c) an Indian who is an **owner** under the letters patent of a municipality, incorporated under Section 9 of the *Local Government Act*;
- (d) a lessee or licensee with authority to build on land;
- (e) an occupier, tenant or holder of an interest in respect of the surface of water;
- (f) the Province or Canada, or a crown corporation or agency of either of them, if the government, corporation or agency applies for a **building permit**, a **gas permit**, or a **plumbing permit** under this bylaw, in respect of **parcel** in which it holds an interest; and
- (g) an **agent**.

PROJECT COMPLETION

means the date of completion and final approval of **work** as determined in accordance with the **Building Bylaw**.

RECYCLABLE MATERIAL

means a material, substance, or object that is produced, originates or results from **work** and satisfies at least one of the following:

- (a) is organic material and is capable of being composted;
- (b) is managed as a marketable commodity with an established market by the **owner** or operator of a **recycling facility**;
- (c) is being used in the manufacture of a new product that has an established market or is being processed as an intermediate stage of an existing manufacturing process;
- (d) is being **reused** by the **owner**, or the **agent** on or off the **site** for **construction**; or
- (e) is a material, product or substance prescribed in Schedule "C" attached to this Bylaw as a **recyclable material**,

but excluding **hazardous materials**.

RECYCLING FACILITY

means a **facility** or licensed business, other than a **disposal facility** or an incinerator facility, and that:

- (a) has a valid and subsisting permit, licence, or operational certificate issued under the **GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw**;
- (b) is required to provide information on quantities of received and transferred material to the **GVS&DD** through the **GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw**;
- (c) is approved as (i) a new organics processing facility; or (ii) a publicly-owned transfer station or landfill, under the Integrated Solid Waste and Resource Management Plan for purposes other than **disposal**;
- (d) is a drop off depot which is owned or operated by a charitable organization registered under the *Income Tax Act* (Canada) or a non-profit organization to which section 149 of the *Income Tax Act* applies;
- (e) is a **facility** where the owner or operator purchases or otherwise pays valuable consideration for all **recyclable material** received, cleaned, sorted, baled or packaged at the **facility**;
- (f) accepts only asphalt and concrete for the purposes of reprocessing, resale and **reuse**; or
- (g) builds products using recycled or **reused** buildings materials or resells salvaged building materials under a valid business license.

REUSE

means further or repeated use of building materials.

SITE

means any land, building, structure, or improvements where **work** is or is intended to be performed.

TWO-FAMILY DWELLING

has the same meaning defined in the **Building Bylaw**.

WASTE

means any discarded or abandoned material, substance, or object that is produced, originates, or results from **work**, and any other prescribed material,

substance or object, but excluding **hazardous materials**.

WASTE DISPOSAL AND RECYCLING SERVICES FEE

means the fee set-out in the City’s Consolidated Fees Bylaw No. 8636, as amended from time to time.

WASTE DISPOSAL AND RECYCLING SERVICES PLAN

means the form of plan attached to this Bylaw as Schedule “A”.

WORK

means the demolition, deconstruction, or systematic disassembly of a **one-family dwelling** or a **two-family dwelling**, and any accessory **buildings** on the same **site**, regulated by the **Building Bylaw**.

6.2 References in this Bylaw to enactments, bylaws of the City, or the bylaws or plans of **GVS&DD**, include those enactments, bylaws, and plans as they may be amended or replaced from time to time.

6.3 Unless otherwise defined herein, all words or expressions used in this Bylaw have the same meaning as the same or like words or expressions used in the **Building Bylaw**.

PART SEVEN: SEVERABILITY AND CITATION

7.1 If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

7.2 This Bylaw is cited as “**Demolitions Waste and Recyclable Materials Bylaw No. 9516**”, and is effective April 1, 2016.

PART EIGHT: FEES BYLAW

8.1 The *Consolidated Fees Bylaw No. 8636*, as may be amended from time to time, applies to this bylaw.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor

MAYOR

CORPORATE OFFICER

Schedule "A"
Waste Disposal and Recycling Services Plan
 (Single Family/Duplex - Residential)

Date _____

Demolition Project Site Address _____

Demolition Type Residential Building Other _____

Project Floor Space [square feet] _____ Estimated Total Waste and Recyclable Material Generation = _____ tonnes (from Table 1)
 Main Floor Space [square feet] _____

Total Floor Space [square feet] _____

Estimated Waste and Recyclable Material Generation (from Table 1)

Walls and flooring = _____ kg (for complete demolition, or for walls and flooring calculated separately)

Roofing = _____ kg

Foundations and footings = _____ kg

Other material = _____ kg

Total = (Walls/Flooring _____ + Roofing _____ + Foundations _____ + Other _____) ÷ 1000 = _____ **tonnes**

Type of Structure (Wood frame, Concrete, Steel, etc) _____

Expected Project Completion Date (DD/MM/YYYY) ____/____/____

Name of Permit Applicant: _____ (please print)

Signature of Permit Applicant _____ Date _____

NOTE TO APPLICANT: Please complete the other side of the form

CITY STAFF USE ONLY	
Building Permit No. (<i>demolition</i>): _____	
Waste Disposal and Recycling Services Package	<input type="checkbox"/> Form 1 – Project information and checklist received from permit applicant
<input type="checkbox"/> Application Fee Received <input type="checkbox"/> Fee Received Waste Disposal and Recycling Services Fee Amount \$ _____	
Calculation of Fees: Fees set-out in the <i>Consolidated Fees Bylaw No 8636</i> .	
Waste Disposal and Recycling Services that will be required: <input type="checkbox"/> Removal of all recyclable materials to an authorized recycling facility or to a disposal facility for a purpose other than disposal <input type="checkbox"/> Re-use of recyclable materials as proposed in this Waste Disposal and Recycling Services Plan or in another acceptable manner	
Signature of Application Reviewer: _____	
<i>Keep a copy of this page and Form 2 in file</i>	

TABLE 1

Planning how you will manage the recyclable materials generated at your site will help you meet the recycling requirements. **Please complete the following checklist of the types of recyclable materials that your project is expected to generate and submit as part of Form 1.** Use this checklist for discussion with waste collection, recycling and disposal companies. A list of recycling facilities is available from the Permits Department or <http://www.metrovancouver.org/services/permits/Permits%20%20Regulations/ActiveSolidWasteLicenceList.pdf>

You must keep track of all materials generated over the duration of the project by keeping receipts from all recycling and disposal facilities or signed forms from all salvagers for material re-use (Form 3 –compliance report).

Materials	Will the Work generate this material?	Will this material be reused or used as backfill? If yes, specify how and where.	Estimate of material generated as waste (incl. recyclable material) (kg)	For information
Asphalt				Can be recycled
Cardboard				Can be recycled.
Cement and concrete				Can be recycled
Uncontaminated excavated soil and rocks				Can be reused or recycled
Drywall / Gypsum				All must be recycled.
Green waste (incl. shrubs, lawn, small trees)				Can be reused or composted
Glass				May be recyclable
Metal				Can be recycled
Plastic - rigid buckets, etc (no PVC)				Can be recycled
Plastic - wrapping and bags				Can be recycled
Roofing - Asphalt shingles				Can be recycled
Wood – clean				Can be recycled
Wood – roofing				Can be recycled
Other recycled/reused materials (Please list)				
Estimate of Total Waste (incl. Recyclable Material) Generated from Demolition (kg):				

*Note: Do not include **Hazardous Materials** in this Form. All hazardous wastes must be disposed of according to Work Safe BC and BC Ministry of Environment requirements, as well as any additional requirements imposed by the disposal facility.*

Schedule "B" Compliance Report

Submit this form following the completion of project and attach documentation (copies of receipts, weigh bills, etc.)

Demolition Type: <input type="checkbox"/> Residential Building <input type="checkbox"/> Other _____	
Building Type: <input type="checkbox"/> Wood frame <input type="checkbox"/> Concrete <input type="checkbox"/> Other _____	
Project Site Address: _____	
Building Permit No. (<i>demolition</i>): _____	Name of permit holder: _____
Project Floor Space [square feet]: _____ (Main floor) _____ (Total)	
Project Start Date (DD/MM/YYYY): ____/____/____ Project Completion Date (DD/MM/YYYY): ____/____/____	

Waste Disposal and Recycling Services Plan Compliance

Diversion Form and documentation (i.e., receipts and weigh bills) attached

Tonnes recyclable material managed as authorized (i.e. non-hazardous material removed to a **Recycling Facility** or as approved in **Waste Disposal and Recycling Services Plan**) = _____ = "A"

Tonnes disposed (i.e. non-hazardous **waste** removed to a **Disposal Facility**) = _____ = "B"

Total non-hazardous tonnages of waste from demolition = _____ = A+B = **Total**

Level of Compliance = $(A \div \text{Total}) \times 100 =$ _____ % = "C" (use for refund calculation)

Waste Disposal and Recycling Services Fee Refund Calculation

Waste Disposal and Recycling Services Fee paid (from Form 1) \$ _____ = "D" (use for refund calculation)

Refund calculated as follows:

If C is 70% or greater, then D = Refund = \$ _____

If C is less than 70%, then $(C \div 70) \times (D) =$ Refund = \$ _____

CITY STAFF USE ONLY

Compliance Report	Amount of Waste Disposal and Recycling Services Fee paid (Form 1) = \$ _____
<input type="checkbox"/> Complete	Amount of fee refunded = \$ _____
<input type="checkbox"/> Approved	

Compliance with Waste Disposal and Recycling Services requirements	<input type="checkbox"/> Yes	<input type="checkbox"/> Partial	<input type="checkbox"/> No
--------------------------------------------------------------------	------------------------------	----------------------------------	-----------------------------

Signature of Permit Holder

Signature of Compliance Report Reviewer

DATE: _____

DATE: _____

Diversion Form Example

Project Site Address _____		Building Permit No. (demolition) _____		
Calculate your achieved recycling rate as described below. Use recycling facility and disposal facility receipts to fill out the information below. Ask your hauler, recycler or site cleanup vendor to assist you. A volume to weight conversion table, if required, is on the next page.				
COMPLETE AND RETURN WITH RECEIPTS WITHIN 90 DAYS OF PROJECT COMPLETION Note: Each receipt must show the type and quantity of materials received and permit #				
Material Type	A		B	
	Tonnes Reused or taken to Recycling Facility	Reuse or Recycling Facility used for purposes other than Disposal (name, location)	Tonnes taken to Disposal Facility	Disposal Facility Used (name, location)
Asphalt				
Cardboard				
Cement and concrete				
Uncontaminated excavated soil and rocks				
Drywall / Gypsum		DRAFT		
Green waste (incl. trees/shrubs)		SAMPLE		
Glass				
Metal				
Plastic – rigid (no PVC)				
Plastic wrapping and bags				
Roofing – asphalt shingles				
Wood - Clean				
Wood - Roofing				
Other recycled/reused materials (Please list)				
Mixed materials (<i>excluding hazardous materials</i>)				
TOTAL non-hazardous MATERIALS	A = _____		B= _____	
Column Totals $A / (A + B) \times 100 =$ _____ % Materials managed as authorized				

* The **building inspector** will compare the total quantity of materials from columns A and B with the amount of waste expected from the project, based on estimates in Table 1 of Schedule C.

TABLE 1 - ESTIMATING WASTE GENERATION

Material type	Quantity	Lbs	Kg
Demolition			
Wood – floor (without conc. topping)	1 sq ft	10	4.5
Wood – floor (with conc. topping)	1 sq ft	20	9
Wood – wall (exterior)	1 lin ft	25	11.4
Wood – wall (interior)	1 lin ft	20	9
Wood – roof	1 sq ft	5	2.2
Concrete slab (4" thick)	1 sq ft	50	22.7
Asphalt	1 sq ft	50	22.7
Brick/masonry	1 sq ft	50	22.7
Spread footing (20" wide)	1 lin ft	265	120.5

TABLE 2 - VOLUME TO WEIGHT CONVERSION

Mixed C&D	Quantity	Lbs	Kg
Mixed C&D (structural)	1 cu yd	500	227.3
Mixed inerts (concrete, brick, dirt, asphalt)	1 cu yd	2000	909.1
Separated inerts	1 cu yd	2000	909.1
Wood	1 cu yd	375	170.5
Metals	1 cu yd	906	411.8
Roofing Materials			
Asphalt shingles/Composition	1 cu yd	419	190.5
Asphalt shingles/Composition	1 sq ft	3	1.4
Asphalt Tar Roofing	1 cu yd	2919	1326.8
Wood Shake/Shingle Roofing	1 cu yd	435	197.7
Wood Shake/Shingle Roofing	1 sq ft	2	0.9
Tiles (concrete roofing)	1 cu yd	10	4.5
Tiles (concrete roofing)	1 sq ft	2900	1318.2
Yard Waste			
Green waste (shrubs, turf, etc.)	1 cu yd	500	227.3
Yard trimmings	1 cu yd	108	49.1

Source: City of Santa Monica and Foster City Building Inspection Division (CA)

**Schedule “C”
Recyclable Material**

Recyclable Material List:

1. Appliances
2. Architectural detail elements (decorative trim, finials, railings, etc.)
Asphalt
3. Asphalt roofing shingles
4. Bricks, blocks, ceramic tile
5. Cabinetry
6. Cardboard
7. Concrete
8. Doors
9. Drywall
10. Fixtures and hardware (lighting, plumbing, bathtubs, sinks, doorknobs, etc.)
11. Glass
12. Glass windows in frames
13. Green waste (shrubs, trees, sod, etc.)
14. Metal (steel, aluminum, coppers, brass, etc.)
15. Metal – cable and wiring
16. Metal – window frames
17. Paper
18. Plastic – ridged (buckets, pails, etc.)
19. Plastic – soft (wrapping, bags, etc.)
20. Wood – structural (including pallets)
21. Wood – plywood, particle board, OSB, etc.
22. Wood – shingles/siding (shakes, etc.)
23. Wood – flooring