



**Sustainability & Community
Development Department**

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Construction and Demolition Waste Recycling Standards Applicant Guide

This guide will help applicants comply with the City of Lakewood’s construction and demolition requirements.¹ These requirements are collectively referred to as the Construction & Demolition (C&D) Waste Recycling Supplemental Standards (standards). The standards are intended to achieve reduction, reuse, and recycling of debris generated by C&D projects, thereby diverting debris from area landfills, reducing environmental impacts of development, and advancing Lakewood’s waste diversion goals. To streamline the process for contractors to comply with these standards and more easily track progress against individual project and overall diversion goals, Lakewood has moved the waste plan review and approval process into an online platform called Green Halo. In addition to an overview of the C&D standards, this guide will orient users to Green Halo.

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¹ Set forth in Title 14 “Buildings and Construction” of Lakewood Municipal Code (Ch. 14.02.040 Par. H) and further refined in Article 13 “Sustainable Development” of Lakewood Zoning Ordinance (17.13.4).

Executive Summary of Requirements

The C&D standards consist of two main requirements:

1. Creating a waste management plan for City staff review and approval, following the approved plan during the project, retaining and uploading documentation of diversion activities, and submitting the completed plan for a final review. All these tasks will be completed in Green Halo.
2. Applicable projects will also pay a Performance Security Deposit of \$1.00 per square foot up to \$100,000 to ensure follow-through with the approved waste management plan. The Performance Security Deposit will be refunded based on level of compliance with the standards.

Applicability of Requirements

In general, the following projects are subject to C&D standards:

- Any demolition that generates one or more of the Required Materials (see 'Required Materials' list)
- New construction (including new buildings, additions, or alterations) with a total interior space over 2,500 sq. ft.
- New construction (including new buildings, additions, or alterations) in multiple buildings with a combined total interior space over 5,000 sq. ft.

Reference Table 1 to determine whether the standards and which parts of the standards apply to your project based on permit type, permit subtype, and project size. Note that square footage is measured using gross floor area for new construction permits and area of disturbance for demolition permits.

Table 1. Applicability of Standards Based on Project Size and Type

Permit Type	Permit Subtype	Square Footage (sf)	Waste Management Plan	Performance Security Deposit (\$1 per sf)
Demolition	Interior Demo/Asbestos Abatement	No minimum	No	No
	Commercial or Multi-Family, Residential, or Accessory Building	No minimum	Yes	Yes , if Major Site Plan (MSP) submitted after 8/1/22*
Building - Commercial	New Building	≤ 2,500 sf	No	No
		> 2,500 sf	Yes	Yes , if MSP submitted after 8/1/22*
	Tenant Finish or Remodel	≤ 2,500 sf	<i>Yes if there is demo which generates one or more of the required materials</i>	No
		> 2,500 sf	Yes	No
	Addition or Accessory Structure	≤ 2,500 sf	No	No

	Addition or Accessory Structure	> 2,500 sf	Yes	Yes, if project is subject to MSP and submitted after 8/1/22*
Building - Residential New	New Multi-Family, New Single Family Attached or Townhouse	≤ 2,500 sf	No	No
		> 2,500 sf	Yes	Yes, if MSP submitted after 8/1/22*
	New Single Family Detached, New Duplex, or New Modular Move Set	≤ 2,500 sf	No	No
		> 2,500 sf	Yes	No
	Accessory Dwelling Unit	N/A	No	No
Building - Residential Alteration	Addition	≤ 2,500 sf	No	No
		> 2,500 sf	Yes	No
	All other permit subtypes	N/A	No	No

*If MSP submitted before 8/1/22, no performance security deposit is required.

Required Materials

The following materials are required to be diverted from the landfill. Projects are not required to recover materials outside of this list but are encouraged to as is feasible.

1. **Architectural Salvage** (called “Deconstructed & Reuse Items” in Green Halo)
 - **Acceptable Destinations:** offsite or onsite reuse in same or future project, resale or giveaway on peer-to-peer marketplaces, donation to reuse outlets. By definition and in every aspect within the Green Halo platform, Architectural Salvage is equated with reuse – not recycling.
 - **Typical Sources:** Architectural Salvage can include, but is not limited to, bathroom and kitchen fixtures, cabinetry, countertops, doors, furniture, flooring, fencing, fireplaces, HVAC components, insulation, landscaping materials, large appliances, lighting, lumber, plate glass, plumbing and piping, roofing tiles, trim/molding, siding, sheet goods, shelving, solar panels, intact stairs, masonry (including bricks, blocks, and pavers), and windows.
2. **Cardboard** (called “Cardboard and Paper Products” in Green Halo)
 - **Acceptable Destinations:** recycling facilities, recycling drop-offs, or curbside recycling bins for small quantities
 - **Typical Sources:** Pre-finished components such as cabinets, appliances, flooring, etc.
 - **Additional Notes:** Corrugated cardboard packaging should be free from plastic film, foam, and wood to be recycled. If it’s not feasible to remove the wood, then it can be landfilled. Waterlogged cardboard that has been stored outside for many weeks may be rejected at recycling facilities and need to be landfilled. “Paper products” such as paperboard, packing paper, and mixed paper is not a requirement but can be included in diversion weights.
3. **Concrete and Asphalt**
 - **Acceptable Destinations:** aggregate recycling facilities, onsite or future reuse, donation

to reuse outlets if resalable, material resale or giveaway on peer-to-peer marketplaces

- **Typical Sources:**
 - **Concrete:** foundations, basements, driveways, pads, patios, stairs, sidewalks, concrete washout, excess concrete pavers or cinder blocks, concrete roofing tiles, and bricks.
 - **Asphalt:** parking lots, streets, driveways
- **Additional Notes:** “Unclean” loads of aggregates are acceptable and count towards asphalt or concrete material categories in Green Halo even if they contain residual amounts of other material categories.
 - Clean concrete is pure concrete rubble with no metals
 - Unclean loads of concrete will contain steel, rebar and wire mesh
 - Clean asphalt is asphalt rubble with 10% or less road base (crushed stone, rock, granite, or gravel)
 - Unclean loads of asphalt contain more than 10% of road base

4. Metal

- **Acceptable Destinations:** scrap metal yards or recycling centers accepting scrap metal
- **Typical Sources:** structural steel and rebar, wiring, plumbing and piping, ductwork, gutters, aluminum or steel siding, hardware, large nonworking appliances, and fixtures.
- **Additional Notes:**
 - Most locations require the material to consist of at least 50% metal – some require as high as 70% to accept it as scrap.
 - Inherently hazardous goods such as pipes containing lead, appliances/devices containing freon or mercury such as fridges and cooling units, and radioactive metals.
 - Note that scrap metal is often stolen from job sites by community scrappers scavenging the area. This is especially the case in metro regions at small job sites with no security measures installed.

5. Untreated Wood (called “Clean Wood” in Green Halo)

- **Acceptable Destinations:** onsite or offsite reuse, donation to reuse outlet, commercial compost sites, wood combustion to energy, stud recyclers
- **Typical Sources:** dimensional framing lumber
- **Additional Notes:**
 - Treated wood that has been painted, varnished, pressure-treated, or considered “finished” is generally not readily recyclable. It may be suitable for donation or reuse if it is in large enough sizes and de-nailed, or combustion into fuel by a permitted facility which are not common.
 - Applicants can tell if wood is treated by looking for a stamp, tags, or smelling it and detecting a chemical odor. Applicants can also include woody debris like branches, limbs, stumps or entire trees in this untreated wood category if their project will generate it and are able to source separate it from green waste like grass clippings, sod, leaves etc. and from landscaping waste like soil, dirt, and rocks.

Determining What is ‘Viable’ for Reuse or Recycling

A material’s reusability or recyclability depends on a facility’s criteria for acceptance which are often

available online and/or can be confirmed by phone or email.

- **Factors affecting a material's reusability:** The resale value, condition of wear, age, and current building codes and sustainable development standards play roles in a material's reusability.
- **Factors affecting a material's recyclability:** Market conditions, material composition, and the availability of local processors play roles in a material's recyclability.

Note: Contractors should email photos of materials in question to facilities before dropping them off.

Disposal Methods Which Count as Diversion

The following methods of disposal count as diversion:

1. **Reuse** - Onsite reuse in new build, offsite reuse in another project, resale or giveaway through online peer-to-peer marketplaces, donation to second-hand building material outlets, donation to thrift stores (may be able to claim tax credits).
2. **Recycling** - asphalt and concrete recycling facilities, materials recovery facilities (recycling centers), scrap yards, pallet reclamation/remanufacturing facilities, manufacturer take-back programs. *Hard to recycle centers, hazardous waste recycling centers, certified electronics recyclers are also great destinations, but hazardous waste is not included in our covered materials categories. There are already federal and state laws which require the diversion of those material types.*
3. **Composting (organics recycling)** – any commercial compost site permitted by the state
4. **Waste to Energy** – incineration to recover energy from materials not otherwise reusable or recyclable by conventional means such as wood combustion for energy or pyrolysis of non-recyclable plastics. Instances of these are rare in the Front Range.

Note: If needed, applicants can select haulers and facilities using Lakewood's [C&D Waste Diversion Directory](#).

Process

This flowchart provides a high-level overview of what to expect before, during, and after project completion. Step by step guidance for each phase is outlined in subsequent sections. For applicants who have completed an applicable C&D project any time after 2020 in Lakewood, the only process changes are highlighted in yellow.



Before Project Begins

Applying for a Permit in eTRAKiT

Step 1. For assistance with the application process, visit our website or contact our permit department at permitcounter@lakewood.org. Determine project [permit type and subtype](#) and read the permit [guide](#) for contractors if unfamiliar with the process.

Step 2. Apply for permit using the City's online service, [eTRAKiT](#) and click on the link to set up your [Green Halo account \(https://wastetracking.com/city/lakewoodco\)](https://wastetracking.com/city/lakewoodco) within the permit form if you do not already have one.

Setting up Your Account in Green Halo

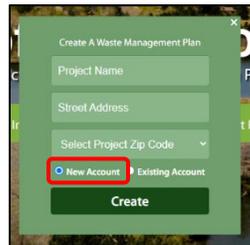
Step 1. Navigate to
<https://wastetracking.com/city/lakewoodco>

Click 'Create Your Waste Management Plan'



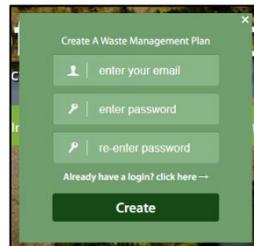
Step 2. Enter project information, select 'New Account', and 'Create'

If you already have an account, select 'Existing Account', Create, and Log In.



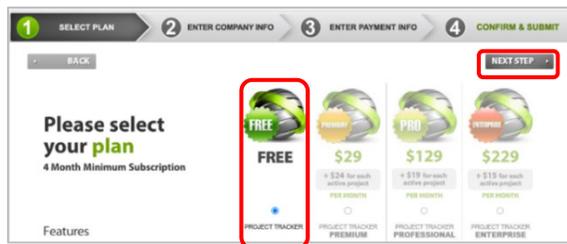
Step 3. Enter user credentials

The email provided will be used to send and receive status updates on the project so use an email address that is checked regularly.



Step 4. Select the 'FREE Project Tracker' plan, click 'NEXT STEP'

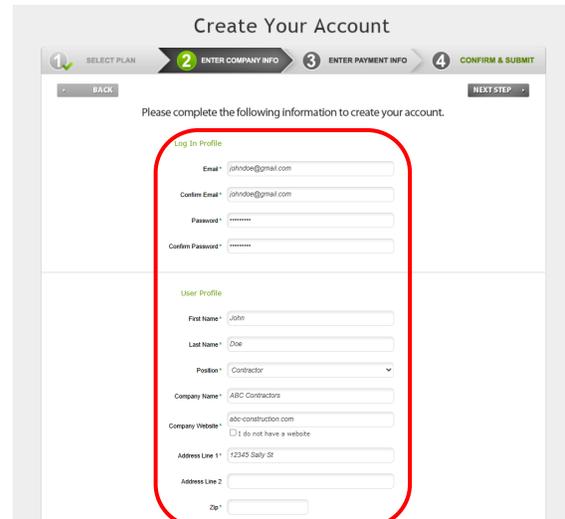
The free plan provides basic functionality sufficient for Lakewood's requirements.



Step 5. Enter User Profile information, check for accuracy, and click 'NEXT STEP'

Completing a Waste Management Plan in Green Halo

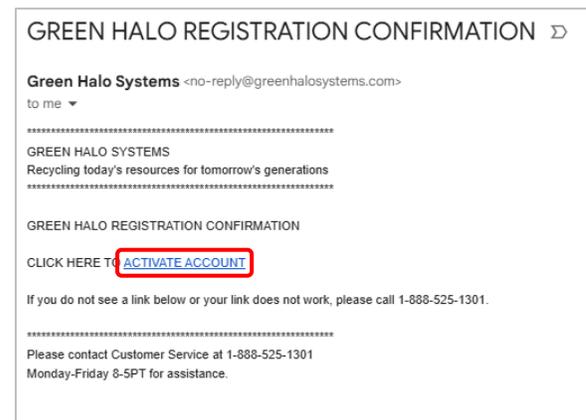
Your waste management plan will be submitted in Green Halo. Log into your Green Halo account and



Step 6. Review your registration details and click 'CONFIRM' to get to the final step



Step 7. Open your inbox, search "Green Halo" and click the link to verify your email address to activate your Green Halo account



complete the following steps. What follows is only a general overview – there are detailed, on-screen tips within Green Halo to guide you as well as a *Step-by-Step Visual Guide* at lakewood.org/CDwaste.

Step 1. Add project details

- These are basic project details like square footage and location. Information can be copied over from your permit application in [eTRAKiT](#) so it's helpful to have that handy.

Step 2. Estimate C&D debris types and expected generation

- Enter expected generation (in tons or cubic yards) for every required material type and estimate how much will be reused, recycled, or disposed.

Step 3. Select how C&D debris will be transported from project site

- Select 'contracted hauling service', 'self-hauling', or both. If you select 'contracted hauling service', you will be prompted with a list of haulers to choose from and the opportunity to enter a hauler that is not on the list.

Step 4. Select the processing facilities materials will be taken to

- For each material type in Green Halo that you indicated your project will generate in step 2, you will need to select a destination facility or facilities. If you selected multiple waste management methods for one material type (i.e. you plan to reuse and recycle, and different amounts of concrete), you will indicate both the reuse and recycling destinations.

Step 5. Submit your waste management plan for review

- Once the above steps are complete, submit your waste management plan in Green Halo. Staff will review and contact you with any necessary revisions or clarifying questions through Green Halo.
- You will receive an email notification via Green Halo when your plan is approved.

Step 6. Finish any other tasks related to completing your permit application

- There may be other requirements you need to meet before your building or demolition permit is approved which are unrelated to the C&D standards. Be sure to complete those to prevent any delays.

C&D projects subject to the Performance Security Deposit requirement will have two additional steps:

Step 7. Sign and upload the performance security deposit acknowledgement form in eTRAKiT

- Refer to the last section of this guide for details.

Step 8. Pay the deposit amount calculated for your project

- Refer to the last section of this guide for details.

Making Changes to a Waste Management Plan

An applicant may make changes to their waste management plan (WMP) during these steps:

1. Prior to initial WMP submission by saving plan progress and coming back to it later.
2. After an initial WMP has been submitted to staff for approval and staff rejects the WMP and requests edits.
3. After WMP is approval by staff new project managers can be added or removed and changes to the material types and quantities, destination facilities, and waste transporters can occur during the diversion documentation upload steps.

Note: Applicants CANNOT make changes to a WMP after it's been submitted for final review. This is made explicit in the Green Halo confirmation screen before final submission.

During Project

Project Implementation

Once you have received construction or demo permit approval, use the following strategies to ensure successful waste diversion. Requirements are denoted as '**REQUIRED**'.

Inventory Reusable Items & Materials - Recommended

- For demo projects, it's recommended to inventory the existing building before demolition to identify potential reusable assets and materials which can be deconstructed instead. An inventory entails walking through with a paper sheet identifying the types and quantities of reusable materials.

Confirm Acceptable Items for Reuse & Recycling with Selected Haulers and Facilities - Recommended

- Review Lakewood's [C&D Waste Diversion Directory](#).
- If the information you need isn't in the directory, call your selected haulers or facilities to confirm what materials they accept and how they should be sorted and prepared for recycling or reuse.

Train Staff & Vendors - REQUIRED

- Train all staff on your plan to separate waste into recycling, reuse, and landfill categories.
- Additional training should be provided to employees on how to handle materials targeted for reuse to ensure they are not damaged.
- If you contracted with a C&D hauler who does not typically recycle, explain to them where you want materials to be taken and that you need weight tickets for proof of recycling.
- Periodically monitor waste containers for contamination (any materials that do not belong). Retrain staff as needed if they are mis-sorting materials.

Set Up Job Site for Waste Diversion - REQUIRED

- Post a copy of the waste management plan instructions at to the project site.
- Co-locate waste containers or piles and label each container with a [waste stream sign](#) if it is not immediately evident what it contains.

Install Basic Security Measures - Recommended

- Install basic security measures to prevent illegal theft of valuable materials and dumping of trash from the community. Post dumping [deterrent signage](#). Purchase or rent [roll off covers](#), and temporary [chain link fencing](#). For high value jobs, consider motion sensor lighting and [cameras](#).
- [Report](#) illegal dumping to Lakewood code enforcement or police dept but know that without cameras to identify perpetrators there is no recourse.
- **Note:** Any materials dumped from community members at your job site will not count negatively towards your diversion.

Request and Retain Weight Tickets and Donation Receipts and Upload to Green Halo– REQUIRED

- Throughout the project, request and retain donation receipts and weight tickets related to required material reuse, recycling or disposal. This includes all landfill or recycling facility weight tickets, receipts of donation to reuse outlets and charity shops.
- In addition, take photo documentation of any reuse or recycling which does not provide a receipt or weight ticket such as onsite reuse or resale or giveaway on peer-to-peer marketplaces.
- Upload all diversion documentation to your waste management plan Green Halo throughout your project.

Diversion Documentation Requirements

Acceptable forms of diversion documentation for each recovery or disposal method include:

Material Recyclers, Material Recovery Facilities, and Landfills:

- Weight or scale tickets and receipts

Reuse Facilities (such as Habitat ReStore, Bud's Warehouse, Resource Central):

- Donation receipts
- **Note:** the donor may be responsible for filling out details in the donation receipt such as items and their value

Reuse by Third Parties:

- Written transaction receipt to include specific material and date of transaction OR screenshots of peer-to-peer marketplace posts and exchanges
- Lakewood's Reuse Inventory Template – optional

Reuse by Owner (either on-site or at a different location):

- Photo and narrative evidence
- Lakewood's Reuse Inventory Template - optional

All weight tickets and material donation or recycling receipts must be legible, indicate the quantity and material type, the date, and location of the material's destination. Any photo and narrative documentation must also be easily interpreted by City staff.

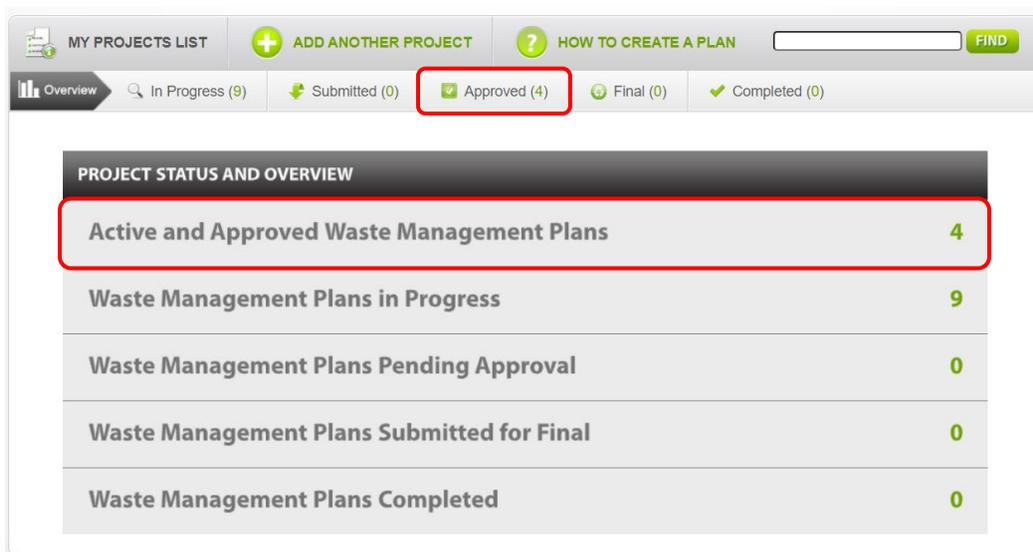
After Project

Submitting Waste Management Plan for Final Review in Green Halo

Your completed waste management plan with accompanying diversion documentation must be submitted in Green Halo for final review² within sixty (60) days of permit closure.³ For projects requiring a Performance Security Deposit, the deposit will be forfeited if the waste management plan is not submitted for final review in this timeframe. Follow the steps below prepare your waste management plan for final review.

Step 1. Log into your existing account in Green Halo (<https://wastetracking.com/city/lakewoodco>)

Step 2. Click on 'Approved' or 'Active Approved Waste Management Plans'



MY PROJECTS LIST + ADD ANOTHER PROJECT ? HOW TO CREATE A PLAN [SEARCH] FIND

Overview In Progress (9) Submitted (0) **Approved (4)** Final (0) Completed (0)

PROJECT STATUS AND OVERVIEW	
Active and Approved Waste Management Plans	4
Waste Management Plans in Progress	9
Waste Management Plans Pending Approval	0
Waste Management Plans Submitted for Final	0
Waste Management Plans Completed	0

Step 2. Click 'Add Tickets'



1 Waste Management Plan for Lakewood Place ([map](#))
Lakewood Pl, Lakewood, CO 80214
GH Tracking #: [GH468-327-0449](#) Permit #:
Contractor: Incircled
Phone: 317-340-8066

Recycled Tonnage 0.00	Disposed Tonnage 0.00	Inert Recovery (required 0.00%) 0%	Non-Inert Recovery (required 0.00%) 0%	Overall Diversion (required 0%) 0%
+ Add Tickets (0)	Order Service	Post for Sale	Functions	Submit for Final

Status: Approved Messages (0) Date Created: 11/14/24 Date Approved: 11/14/24 Days Active: 1

Step 3. Add each weight ticket or donation receipt individually

² Submitting a completed waste management plan for final review in Green Halo constitutes the 'Final Compliance Report' required in Lakewood code.

³ Within sixty (60) days of issuance of a certificate of completion for demolition projects or the last certificate of occupancy for construction projects.

Single Ticket Entry Form

How to Upload Tickets

MULTIPLE TICKETS ENTRY FORM
Use this form to enter multiple ticket at one time. This form is only for **RECYCLING AND DISPOSAL TICKETS ONLY**, not for salvage and reuse.

Ticket Type Recycle and Dispose
 Salvage and Reuse

Material *

Facility *

Hauled By * Self Haul
(if you hauled this load yourself select Self Haul, otherwise please select the name of the company that hauled this load)

Ticket # *

Ticket Image * (please make sure all tickets are legible to avoid rejection)
 | iStock-115027730.jpg

Ticket Date *

Weight *

Unit of measure * Tons
 Cubic Yards
 Pounds

Percentage (what percentage of this ticket is for this project?)

Submitted By *

SUBMIT TICKET

Verify unit of measure for your ticket in tons, pounds or cubic yards. Entering the wrong unit of measure can result in your ticket or project being rejected.

Step 4. After your first ticket is added, you will have a home screen where project statistics are displayed. Add another ticket from the + icon in the green bar and continue until all recycling and landfill weight tickets are uploaded.

Project: GH468-327-0449 Waste Management Plan for Lakewood Place

Add Tickets

Material Recovery by Facility EXPORT WEIGHT TICKETS TO EXCEL

Step 5. Record reuse activities for which there are no weight tickets or receipts such as onsite reuse, material resale or giveaway on an online marketplace, or stockpiling materials for use in a future project. Upload photos, screenshots of posts, and use the description box as documentation. You may also choose to fill out and upload Lakewood’s Reuse Inventory Template.

Enter Ticket Information

Ticket Type Salvage and Reuse

Recycle and Dispose

Choose *

<input type="checkbox"/> Appliances	<input type="checkbox"/> Architectural Feature	<input checked="" type="checkbox"/> Bricks - Masonry Blocks
<input type="checkbox"/> Cabinets	<input type="checkbox"/> Carpet Padding/Foam	<input type="checkbox"/> Ceiling Tiles
<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Counter Tops	<input checked="" type="checkbox"/> Dirt- Clean Fill
<input type="checkbox"/> Doors	<input type="checkbox"/> Electrical Equipment	<input type="checkbox"/> Fixtures and Hardware
<input type="checkbox"/> Furniture	<input type="checkbox"/> Hardwood Flooring	<input type="checkbox"/> Light Fixtures
<input type="checkbox"/> Molding	<input type="checkbox"/> Rock, Sand, Gravel & Inerts	<input type="checkbox"/> Sinks, Toilets, and Tubs
<input checked="" type="checkbox"/> Steel Beams and Framing	<input type="checkbox"/> Tile and Stone	<input type="checkbox"/> Windows
<input checked="" type="checkbox"/> Wood - Clean	<input type="checkbox"/> Other	

Donated

Usage * Reused OnSite

Salvaged for Reuse (for reuse elsewhere on another project)

Weight *

Unit of measure * Cubic Yards

Tons

Pounds

Verify unit of measure for your ticket in tons, pounds or cubic yards. Entering the wrong unit of measure can result in your ticket or project being rejected.

Description

We reused fill dirt and concrete onsite. We salvaged structural steel for reuse in a future project. We gave away clean wood on Facebook marketplace.

Add a description of how the materials were salvaged

Documentation Copy of Imp...oloradol.png [Delete](#)

No file chosen (Upload Inventory List and Pictures of Materials, PDF, JPG, XLS)

No file chosen (Upload Inventory List and Pictures of Materials, PDF, JPG, XLS)

No file chosen (Upload Inventory List and Pictures of Materials, PDF, JPG, XLS)

Submitted By *

Examples of salvage and reuse photo documentation



Example of C&D material reuse documentation.

1	Material Type	Method of Material Reuse (select one)	Quantity or Estimated Weight	Metric (select one)
2	Tipo de Material	Método de Reutilización (indica uno)	Cantidad o Peso Estimado	Unidad (indica uno)
Architectural Salvage / Artículos Reutilizables				
3	Please list items below. Haga una lista de artículos abajo por favor.			
4	marble countertops	Peer-to-peer marketplace resale or give away / reventa o regalar en mercado en línea	700	pounds / libras
5	chandelier	Peer-to-peer marketplace resale or give away / reventa o regalar en mercado en línea	30	pounds / libras
6	mirror	Peer-to-peer marketplace resale or give away / reventa o regalar en mercado en línea	10	pounds / libras
7	clawfoot tub	Peer-to-peer marketplace resale or give away / reventa o regalar en mercado en línea	100	pounds / libras
Asphalt / Asfalto				
9	asphalt from driveway	Onsite reuse / reutilización in situ	5	cubic yards / yardas cúbicas
Cardboard / Cartón				
Concrete / Concreto				
3	concrete pavers	Onsite reuse / reutilización in situ	300	pounds / libras
Metal				
5	structural steel beams	Reuse in future project / reutilización en futuro proyecto	1	tons / toneladas
Untreated Wood / Madera Sin Tratar				
7	pallets	Peer-to-peer marketplace resale or give away / reventa o regalar en mercado en línea	48	pounds / libras
8	wooden posts	Onsite reuse / reutilización in situ	200	pounds / libras
Other / Otro – Please specify any other materials below. Por favor, especifique otros materiales abajo.				
0	dirt	Onsite reuse / reutilización in situ	10	cubic yards / yardas cúbicas

Step 6. Give your waste management plan a final review and click ‘Submit for Final’. You are not done yet – continue to the next step.

Project: **GH468-327-0449** Waste Management Plan for Lakewood Place

[Project Information](#)
[Project Statistics](#)
[Transporter Method](#)
[Recovered Materials](#)
[Facilities & Tickets](#)
[Bid Sheet](#)
[Data By Permit](#)
[Project Files](#)
[Messages & History](#)
[Add Tickets](#)
[Submit for Final](#)

Material Recovery by Facility [EXPORT WEIGHT TICKETS TO EXCEL](#) [EXPORT SALVAGE TICKETS TO EXCEL](#)

Facility	Amount (tons)
Reused OnSite	2.00
Oxford Recycling	4.00
Action Recycling Center	1.00
TOWER LANDFILL REPUBLIC	3.00
A1 Organics Commerce City	0.30
Blue Bear Waste Services	1.00
Quail Street Recycling Center	0.25
Donated	0.25

Step 7. A confirmation screen will display. Feel free to add any additional details, questions, a final photo of your project in your submission. Click ‘Submit for Final’.

Project: **GH468-327-0449** Waste Management Plan for Lakewood Place Add Tickets

[Project Information](#) [Project Statistics](#) [Transporter Method](#) [Recovered Materials](#) [Facilities & Tickets](#) [Bid Sheet](#) [Data By Permit](#) [Project Files](#) [Messages & History](#) [Submit for Final](#)

Submit

CONGRATULATIONS YOU JUST HELPED THE ENVIRONMENT!



**YOUR PLAN MEETS THE JURISDICTION RECOVERY RATE OF 0.00%
WITH A PROJECT RATE OF 67.99%**

Note: If your project contains a large volume of tickets, project review time may take longer.

This project will be submitted for Final Inspection to the Jurisdiction of Lakewood. Please review the plan and verify that all tickets that apply to this plan have been entered. Once this plan is submitted no editing, changes or additions can be made to this plan. If your plan does not comply with the Jurisdiction of Lakewood recovery rate of 0.00% please provide an explanation in the field listed below. You may also use this field to provide comments, notes or other issues specifically related to the completion of this project for review by the jurisdiction official.

Final Image c&D.jpg (DO NOT UPLOAD RECYCLING RECEIPTS HERE)

Comments

Submitted By *

Step 8. Finally, you will reach the confirmation screen telling you your waste management plan has been submitted for final review by Lakewood. You can click ‘continue to home page’




**Congratulations, your waste management plan has been submitted for Final to the jurisdiction of
Lakewood, Colorado**

Please allow up to 48 hours for review before contacting the Jurisdiction about further status.
You will receive an email when your Waste Management Plan has been approved.

You now have the options to:

On your home page your project will now be in the category 'Waste Management Plans Submitted for Final'. This constitutes your 'Final Compliance Report'. Lakewood has sixty (60) days to review and approve of it and determine the amount of your performance security deposit to return based on your compliance and release it back to you if this applies to your project.

The screenshot shows a dashboard with a navigation bar at the top containing 'MY PROJECTS LIST', 'ADD ANOTHER PROJECT', and 'HOW TO CREATE A PLAN' with a search field. Below the navigation bar is a status filter bar with 'Overview', 'In Progress (9)', 'Submitted (0)', 'Approved (3)', 'Final (1)', and 'Completed (0)'. The main content area is titled 'PROJECT STATUS AND OVERVIEW' and contains a table with the following data:

PROJECT STATUS AND OVERVIEW	
Active and Approved Waste Management Plans	3
Waste Management Plans in Progress	9
Waste Management Plans Pending Approval	0
Waste Management Plans Submitted for Final	1
Waste Management Plans Completed	0

Performance Security Deposits, Refunds, & Forfeiture

See Table 1 in the introduction to confirm if your project is subject to the C&D Performance Security Deposit requirement.

Understand the Performance Security Deposit Rate

For applicable projects prior to issuance of any demolition and/or construction permit, a Performance Security Deposit must be paid by the applicant at the rate of \$1.00 per square foot of gross floor area for construction permits and area of disturbance for demolition permits.

Area of disturbance: The square footage of the building's footprint (length x width).

Gross floor area: The area within the exterior façade of a building, including all covered and enclosed space on all floor levels of a building.

The minimum security deposit amount is \$2,500 and the maximum is \$100,000. City staff calculates the deposit amount for each applicable project.

Sign the Performance Security Deposit Acknowledgement Form

Applicants will sign the Performance Security Deposit Acknowledgement form. Once this is signed and received, the deposit amount will be added to the applicant's eTRAKiT account to be paid prior to permit issuance.

Pay the Permit Application Fee

An additional non-refundable \$200 administrative fee will be charged in eTRAKiT per application for which a Performance Security Deposit applies.

Accepted Forms of Payment

Acceptable forms of payment are cash, check, credit, bond, or letter of credit made payable to the "City of Lakewood". Payments can be made through eTRAKiT or by phone by contacting the permit counter at 303-987-7500.

After Project: Lakewood Determines Refund Amount

A decision will be made within sixty (60) days⁴ of submitting a completed waste management plan (WMP) in Green Halo for final review. The refund amount will be determined based on the following criteria, which assess how effectively the project met the diversion requirements outlined in the initial waste management plan and the completeness of diversion documentation provided.

A. Full Compliance, Full Effort Made to Comply, 100% refund

- i. Submission Deadline: The WMP was submitted for final review in Green Halo within 60 days of project completion.
- ii. Material Recovery: All required, recoverable materials identified in the initial, approved WMP were processed in alignment with the 'Disposal Methods Which Count as

⁴ Within sixty (60) days of issuance of a certificate of completion for demolition projects or the last certificate of occupancy for construction projects.

Diversion' section. Any deviations or changes to the initial versus final WMP which took place were investigated and deemed reasonable by the reviewer.

- iii. Diversion Documentation: Applicant WMP complied with 'Diversion Documentation Requirements' for all materials in their WMP.

B. Partial Compliance, Partial Effort Made to Comply, 75% refund

- I. Submission Deadline: The WMP was submitted for final review in Green Halo within 60 days of project completion.
- II. Material Recovery: More than half of the required, recoverable materials identified in the initial, approved WMP were processed in alignment with the 'Disposal Methods Which Count as Diversion'.
- III. Diversion Documentation: Applicant WMP complied with 'Diversion Documentation Requirements' for at least half of the materials identified in their WMP.

C. Partial Compliance, Limited Effort Made to Comply, 25% refund

- I. Submission Deadline: The WMP was submitted for final review in Green Halo within 60 days of project completion.
- II. Material Recovery: At least one recoverable material identified in the initial, approved WMP were processed in alignment with the 'Disposal Methods Which Count as Diversion' section.
- III. Diversion Documentation: Applicant WMP complied with 'Diversion Documentation Requirements' for one material in their WMP.

D. Non-Compliance, No Effort Made to Comply, deposit forfeited

- I. Submission Deadline: The WMP was not submitted for final review in Green Halo within 60 days of project completion; or
- II. Material Recovery: None of the required, recoverable materials identified in the initial, approved WMP were processed in alignment with the 'Disposal Methods Which Count as Diversion'.
- III. Diversion Documentation: Applicant failed to comply with 'Diversion Documentation Requirements'.

City's Use of Forfeited Deposits

Any fully or partially forfeited deposits shall be transferred to Lakewood's Climate Protection and Sustainability Program as described in Lakewood Zoning Code Article 13 section 17.13.6 for the purposes of waste diversion, material recovery and reuse, and related projects and programs.

Exemptions to Compliance

Any applicant requests for projects to be exempted from compliance with C&D standards will be determined on a case-by-case basis by relevant City staff.

Exceptions

Asbestos Abatement

Demolition permits for asbestos abatement are not required to comply with C&D standards. Asbestos containing materials should be disposed of in accordance with state and federal regulations.

Hazardous Materials

If required materials anticipated to be recovered are found during the demolition or construction process to contain hazardous materials, they should be disposed of in accordance with state and federal regulations. A detailed explanation and documented evidence provided to the City. Such materials shall not count against the applicant's compliance

Unforeseen or Exigent Circumstances

Illegal Dumping or Theft

In the case of illegal dumping or theft, applicants should take the following measures:

- **Deter it:** Take the proper precautions to prevent illegal dumping, vandalism, and theft which are outlined in the 'During Project' section.
- **Report it:** Report the incident to local law enforcement and relevant City staff.
- **Record it:** Details of the incident should be recorded, including date, time, nature of the event, and any observable damage or losses. Photographs or videos of the affected areas and materials should be documented and submitted via Green Halo.

Illegally dumped materials or thieved materials will not count negatively towards the applicant's compliance with their waste management plan.

Disasters (fires, flooding, etc.)

In the case of natural or human caused disasters, applicants should take the following measures:

- **Report it:** Notify relevant City staff of any disasters affecting your project site or at intended material destination facilities.
- **Record it:** Details of the incident should be recorded, including date, time, nature of the event, and any observable damage or losses. Photographs or videos of the affected areas and materials should be documented and submitted via Green Halo.

Non-recoverable disaster debris will not count negatively towards the applicant's compliance with their waste management plan.

Entire Load Rejection

In the case of required materials properly prepared for recycling or reuse being rejected by the destination facility, applicants should take the following measures:

- **Deter It:** Follow 'During Project' instructions which outline best practices on ensuring materials are prepared for recycling or reuse correctly.
- **Record it:** Provide evidence of the reason for the material rejection and a good faith attempt to find alternative recovery options via Green Halo.

Significant Disruption to Regional C&D Material Markets and Outlets

In the case of a significant disruption to the regional recovery market for C&D materials such as a regulation preventing the recovery of a required material or the mass closure of key regional C&D material recycling and reuse outlets, City staff will consider it when reviewing an applicant's level of compliance with their waste management plan.

