

Recycling and Reuse Plan via EPIC-LA Tutorial

EPIC-LA offers applicants the opportunity to submit information digitally to meet clearances on an Agency Referral Sheet. The clearance for a “Construction and Demolition Debris Recycling and Reuse Plan” can now be met through EPIC-LA. In order to do so, follow the directions below to apply for a Recycling and Reuse Plan on the EPIC-LA website.

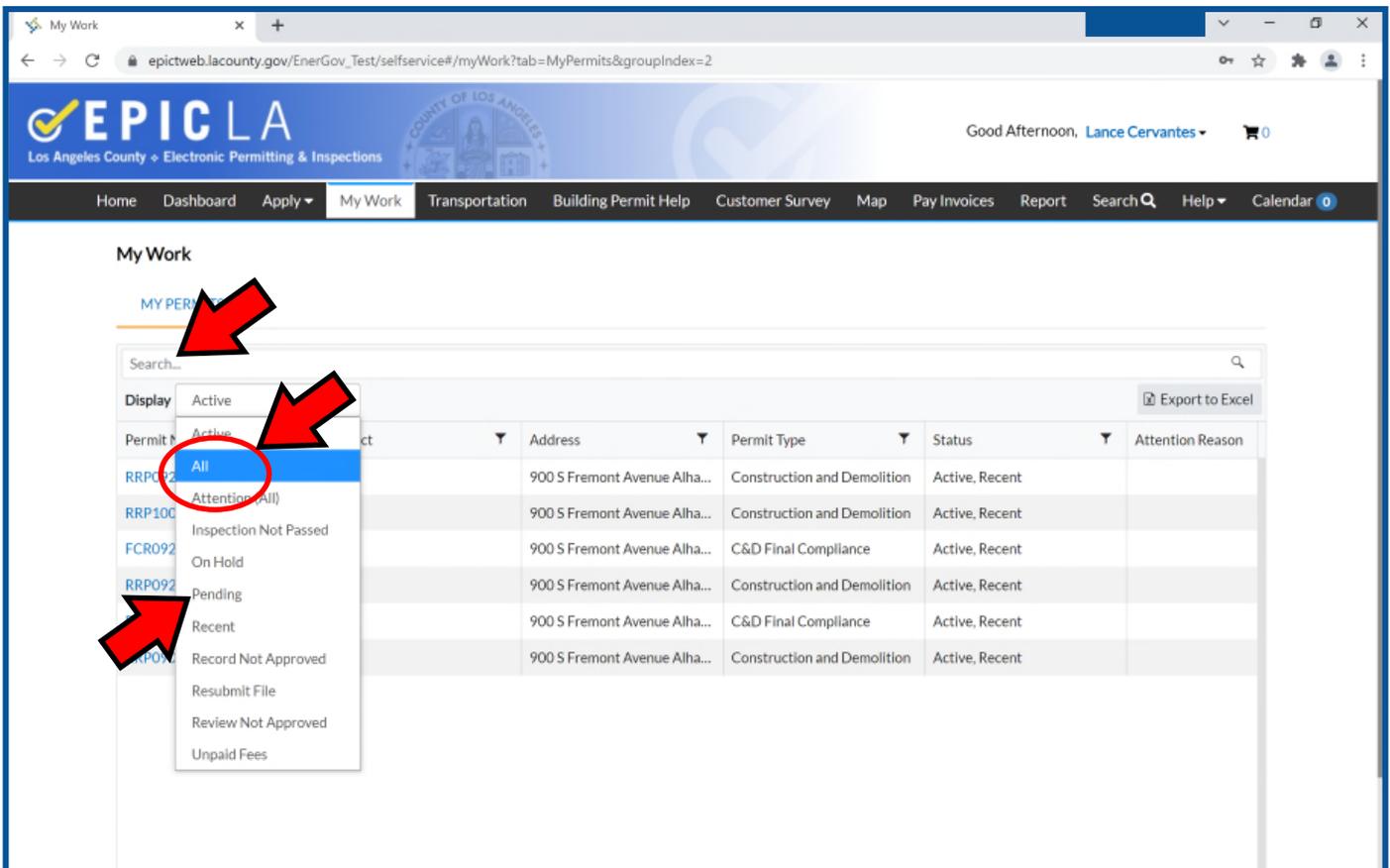
1. Go to <https://www.epicla.lacounty.gov>
2. Click on [“Login or Register”](#)
3. Log in using your registered email/username and password. This should be the same information you used to apply for your Building and Safety Permit.

The image is a screenshot of a web browser displaying the EPIC-LA website. The browser's address bar shows the URL epicweb.lacounty.gov/EnerGov_Test/selfservice#/home. The website header includes the EPIC-LA logo, the text "Los Angeles County + Electronic Permitting & Inspections", and a greeting "Good Afternoon, Guest". A navigation menu contains links for Home, Apply, Transportation, Building Permit Help, Customer Survey, Map, Report, Search, Help, and Calendar. A blue banner below the menu contains a notice from the County Board of Supervisors regarding the closure of public counters and provides contact information for COVID-19 construction guidelines. The main content area features a "Welcome to EPIC-LA" heading and several service tiles. The "Login or Register" tile is circled in red, and a red arrow points to it. A callout box on the right shows a "Log In" form with fields for Username and Password, a "Log In" button, and links for "Forgot your password? Reset it", "Forgot your username? Email it", and "Don't have an account yet? Register Here". The "Register Here" link is also circled in red, with a red arrow pointing to it. The Windows taskbar is visible at the bottom of the browser window.

4. Click on “My Work”



5. Click on the pulldown menu by “Display” and choose “All”. If your permit does not appear, search for it by typing the permit number in the search bar. It may also appear under “pending” or other options on the drop down list.
6. Click on the permit needing the “Construction and Demolition Debris Recycling and Reuse Plan” clearance.



7. Click on “Sub-Records” as shown below.

The screenshot shows the EPIC LA web interface for permit number UNC-BLDF210721000239. The permit details are as follows:

Type:	Multifamily New Construction Building Permit - County	Status:	New	Project Name:	
Applied Date:	07/21/2021	Issue Date:		Expire Date:	
District:	Blank	Assigned To:	Magana, Mary	Finalized Date:	
Description:	cnd testing				
Valuation:	\$0.00				

Below the details are tabs for Summary, Fees, Reviews, Inspections, Attachments, Contacts, **Sub-Records**, and More Info. A red circle highlights the 'Sub-Records' tab, with a red arrow pointing to it.

8. Scroll down to “Remaining Sub-Records”

9. Click on “Apply” where it says “Construction and Demolition”

The screenshot shows the 'Remaining Sub-Records' table with the following data:

Type	Action
Commercial New Construction Building Permit - County	Apply
Construction and Demolition	Apply
Electrical Permit (Complex) - County	Apply
Geotechnical Study	Apply
Grading Permit - County	Apply
Mechanical Permit (Complex) - County	Apply
Plumbing Permit (Complex) - County	Apply
Pool/Spa Permit - County	Apply
Residential New Construction Building Permit - County	Apply
Retaining Wall or Fence Permit - County	Apply

A red arrow points to the 'Remaining Sub-Records' section header. The 'Construction and Demolition' row is circled in red, and its 'Apply' button is also circled in red with a red arrow pointing to it.

Results per page: 10 | 1 - 10 of 12 | << < 1 2 > >>

9. Click on “Add Location”
10. Search for project location by “Address” or “Parcel”

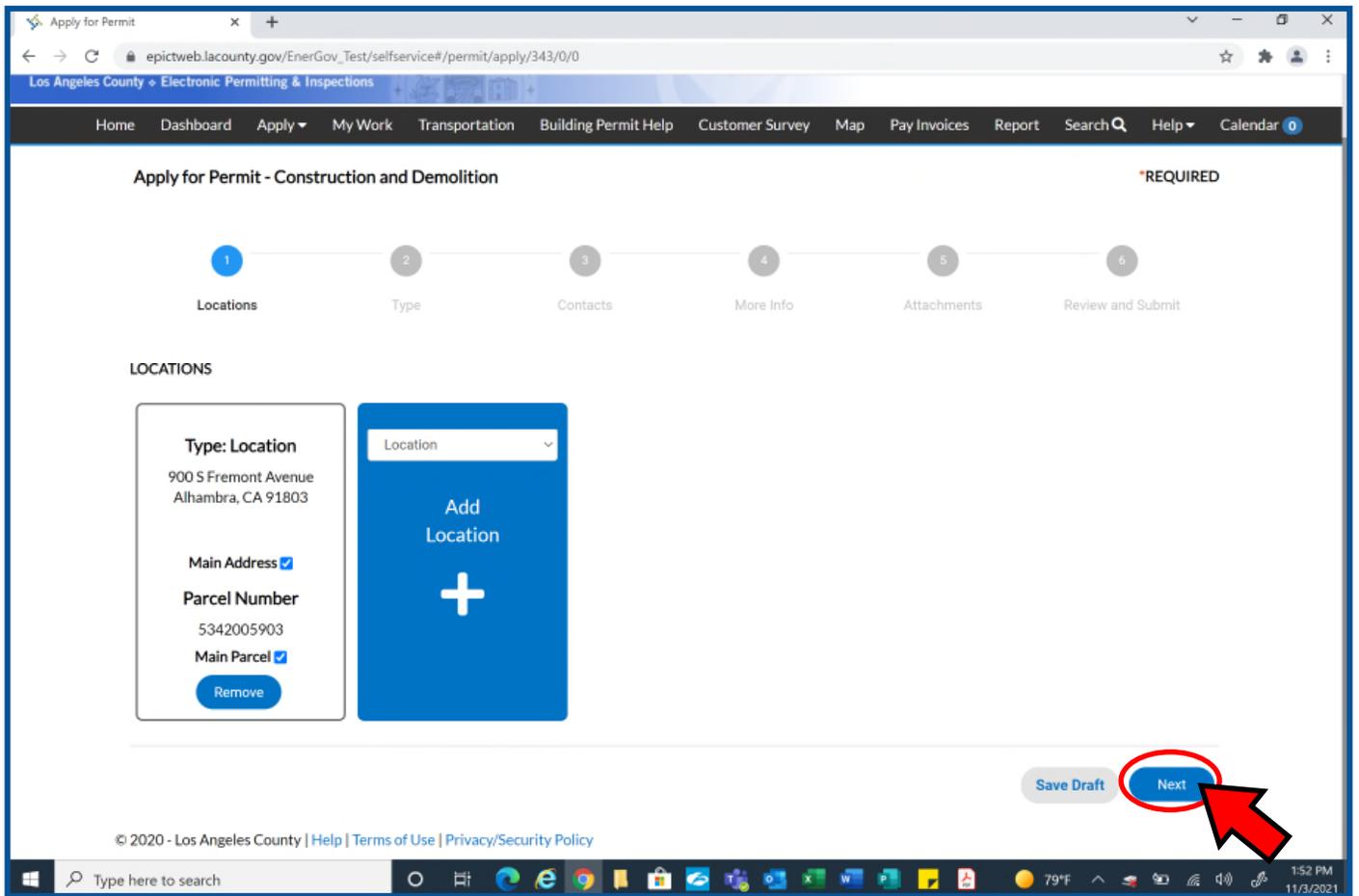
The screenshot shows the 'Apply for Permit - Construction and Demolition' page. The progress bar indicates the current step is 'Locations'. A red circle and arrow point to the 'Add Location' button. Below, two panels show the search options: 'Address' and 'Parcel', with red circles and arrows highlighting the search input fields.

11. Click “Add” on the list of locations that are listed. Repeat Steps 9-10 if the project you are applying for has more than one address.

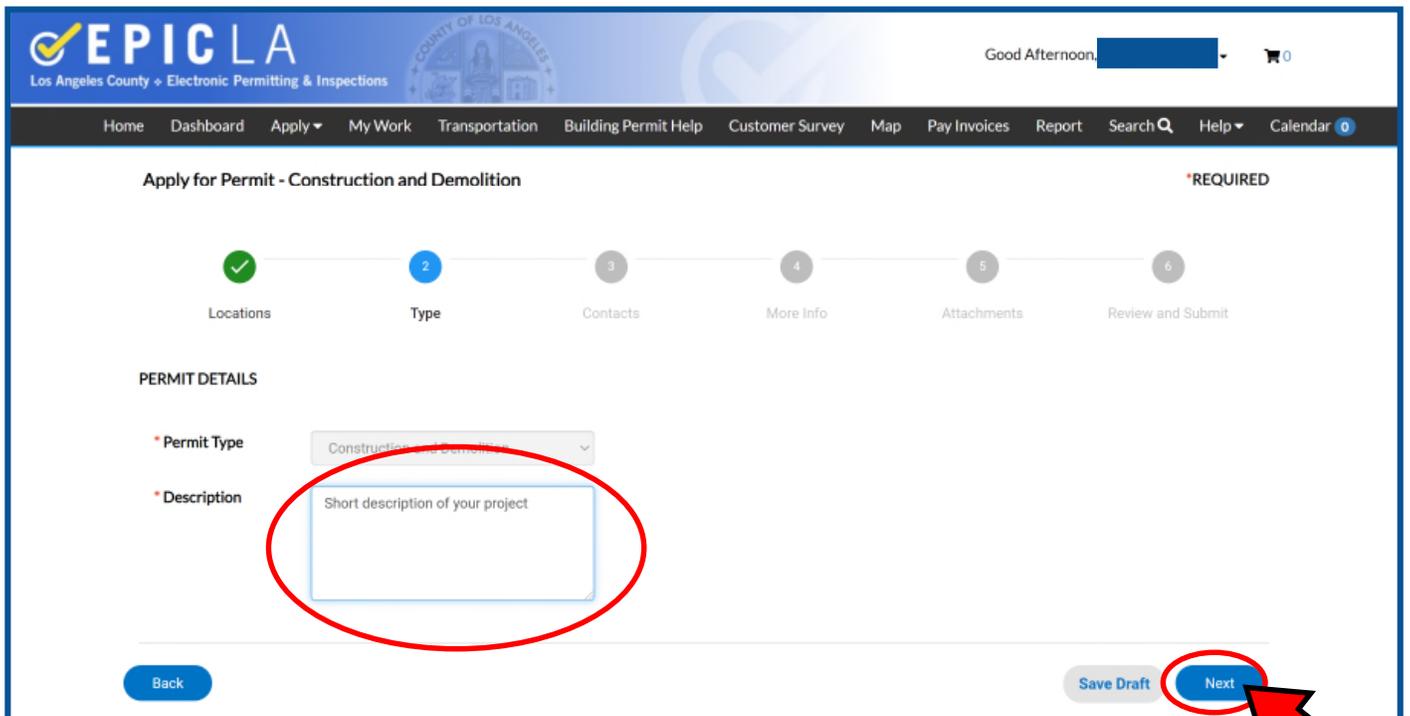
The screenshot shows the 'Address Information' search results page. The search term '900 fremont alhambra' is entered. A table lists two identical addresses. A red circle and arrow point to the 'Add' button in the 'Action' column.

Address	Action
900 S Fremont Avenue Alhambra, CA 91803	Add
900 S Fremont Avenue Alhambra, CA 91803	Add

12. Click on "Next"



- 13. In the text box labeled "Description," enter a short description of your project
- 14. Click on "Next"



15. If you would like to add another contact to receive updates on this Recycling and Reuse Plan, you can click on add contact. It is preferred that additional contacts have their own profile to view EPIC-LA.
16. Click on “Next”

Apply for Permit - Construction and Demolition *REQUIRED

Locations Type Contacts More Info Attachments Review and Submit

CONTACTS

Applicant

Lance Cervantes (You)
Los Angeles County Public ...
900 S Fremont Ave,
Alhambra, CA

Select Type

Add Contact

Back Save Draft **Next**

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17. Read all Terms and Conditions. Your application cannot be processed until you agree.

Locations Type Contacts More Info Attachments Review and Submit

MORE INFO

Terms and Conditions [Next Section](#) | [Top](#) | [Main Menu](#)

I understand this is a legally binding contract that I and my project manager(s), general contractor(s), contractor(s), and waste hauler(s) agree to fulfill.

I acknowledge that I have been given a list of recycling facilities listed on Table 1 and I understand that Public Works has confirmed that these facilities meet the requirements of Los Angeles County Code, Chapter 20.87. I understand that if my project manager(s), general contractor(s), contractor(s), and waste hauler(s) intends to take the construction and demolition debris to a facility that is not on this list, they must obtain prior approval from Public Works. Failure to do so could result in a violation the minimum recycling requirements of Los Angeles County Code, Chapter 20.87.

I understand that I am responsible for making sure that my project manager(s), general contractor(s), contractor(s), and waste hauler(s) fulfill the minimum recycling requirements of Los Angeles County Code, Chapter 20.87, and that if these minimum requirements are not fulfilled, I may be responsible for monetary penalties.

I understand that I am responsible for making sure that my project manager(s), general contractor(s), contractor(s), and waste hauler(s) obtain copies of any and all weight tickets from any facility which receives debris from this project. This includes facilities which are listed in this Plan, and those facilities which are not listed in this Plan. The use of facilities which are not listed on the Recycling and Reuse Plan may result in a violation of Los Angeles County Code, Chapter 20.87, and monetary penalties.

I understand that once the project is complete, a Final Compliance Report must be filed. If either my project manager(s), general contractor(s), contractor(s), and waste hauler(s) or I fail to file a Final Compliance Report or meet the minimum recycling requirements for the project by the required date, for any reason, I may be subject to a notice of violation and a maximum penalty of no less than \$100 for every ton which needed to be recycled.

*I agree to the above terms and conditions

I agree to the above terms and conditions is required.

18. Choose a project type from the pulldown menu: Residential, Non-residential, or County-Managed.

For County projects, please download Attachment 1 and submit as an attachment to your Recycling and Reuse Plan

19. Indicate if grading and/or excavation of soil will be involved for this project.

General [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Choose the project type that best describes your project in the pull down menu below:

*Project Type 
Project Type is required.

*Will grading/excavation of soil be involved? 
Will grading/excavation of soil be involved? is required.

County-managed projects must also submit Attachment 1, which can be found at the following link:

[Attachment 1](#) 

20. For any structures being demolished or taken down, indicate the footprint or the area being demolished. If no structure is being demolished, you can skip to the next step.

I. Demolition [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

This section is for demolition of structures only. What is the square footage of the footprint(s) to be demolished? Provide the square footage below where applicable. If only walls are being taken down, please go to section II - Walls to be Removed. For construction of structures, please go to section III - Construction. Work involving conversion/remodel/legalization or tenant improvement, should be entered in section IV - Conversion/Remodel/Legalization/Tenant Improvement. Grading/Excavation activity is found in Section V - Grading/Excavation. Any other activity that does not neatly fit into any other section can be entered in Section VI - Other Information. For help filling out this section, please contact the C&D unit at (626) 458-3517 or email CND@pw.lacounty.gov

CND@pw.lacounty.gov

RESIDENTIAL—House (SFR, ADU, addition, etc)	<input type="text"/>	
RESIDENTIAL—Garage/Carport	<input type="text"/>	
RESIDENTIAL—Patio/Gazebo	<input type="text"/>	
RESIDENTIAL—Storage Shed	<input type="text"/>	
NON-RESIDENTIAL—Wood-frame/Metal Structure	<input type="text"/>	
NON-RESIDENTIAL—Concrete/Masonry Structure	<input type="text"/>	
Driveway/Parking Lot/Walkway	<input type="text"/>	

21. Indicate the dimensions of the wall(s) to be taken down. If this does not apply, please move to the next step

II. Walls to be Removed [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

This section is for the removal of walls only. Provide the dimensions of walls to be removed below where applicable. All dimensions are in linear feet unless otherwise specified. For construction of structures, please go to Section III - Construction. Work involving conversion/remodel/legalization or tenant improvement, should be entered in Section IV - Conversion/Remodel/Legalization/Tenant Improvement. Grading/Excavation activity is found in Section V - Grading/Excavation. Any other activity that does not neatly fit into any other section can be entered in Section VI - Other information. For help filling out this section, please contact the C&D unit at (626) 458-3517 or email CND@pw.lacounty.gov

How many linear feet of walls does this project intend to remove?:

EXTERIOR WALLS (ft)

INTERIOR WALLS (ft)

List below the dimensions of any brick/cinder block/retaining walls to be removed (in linear feet):

Height (ft)

Width (ft)

Length (ft)

22. For any structures being constructed, indicate the area of the footprint being constructed.
23. If your project has any remodel, renovation, or tenant improvement activity, indicate the area of the footprint being renovated, remodeled, or improved.

III. Construction Information [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

This section is for the construction of structures only. What is the square footage of the footprint(s) to be demolished? Provide the square footage below where applicable. Work involving conversion/remodel/legalization or tenant improvement, should be entered in Section IV - Conversion/Remodel/Legalization/Tenant Improvement. Grading/Excavation activity is found in Section V - Grading/Excavation. Any other activity that does not neatly fit into any other section can be entered in Section VI - Other Information. For help filling out this section, please contact the C&D unit at (626) 458-3517 or email CND@pw.lacounty.gov.

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RESIDENTIAL—House (SFR, ADU, addition, etc)

RESIDENTIAL—Garage/Carport

NON-RESIDENTIAL—Wood-frame/Metal Structure

NON-RESIDENTIAL—Concrete/Masonry Structure

IV. Renovation/Remodel and Tenant Improvement [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

This section is for work involving renovation/remodeling, conversion, legalization or tenant improvement. Provide the square footage of the footprint to be worked on below where applicable. For help filling out this section, please contact the C&D unit at (626) 458-3517 or email CND@pw.lacounty.gov

Renovation/Remodel/Conversion/Legaliza

Tenant Improvement

21. Indicate the dimensions of the wall(s) to be taken down. If this does not apply, please move to the next step

V. Grading [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

This section is for grading/excavation of soil only. From the pull down menu, choose the option that best describes the grading/excavation activity of your project. For help filling out this section, please contact the C&D unit at (626) 458-3517 or email CND@pw.lacounty.gov

CND@pw.lacounty.gov

Grading Activity

If the project will export contaminated soil, please contact the Methane Unit at (626) 458-3517.

Provide below the appropriate quantities of cut, fill, and exported soil from the project site in cubic yards.

Cut (cubic yards)

Fill (cubic yards)

Export (cubic yards)

22. For any structures being constructed, indicate the area of the footprint being constructed.
23. If your project has any remodel, renovation, or tenant improvement activity, indicate the area of the footprint being renovated, remodeled, or improved.

VI. Other [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

For any other work that is not described by any of the previous sections, please provide a detailed description of that work in the text box below including dimensions, estimated quantities, and material to be hauled away to a recycling facility. Examples of work that could be described here include but are not limited to installation of prefabricated structures, roof demolition and/or reroofing, HVAC upgrades, and demo of any irregular structures. If the work has already been completed, please indicate so here.

Other

24. Go to the listed facility type appropriate to the debris you plan to recycle and click on "+Add Row"
25. Click on the pulldown menu and choose a listed facility
26. Choose the appropriate hauling option:
 - A. Option 1 is self-hauling
 - B. Option 2: indicate which authorized hauler will provide the roll-off bin
 - C. Option 3: provide the name and contact information of the end dump truck company

VII. C&D Recycling Facilities Information [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Choose at least one recycling facility from the list below. Please note that different facilities accept different types of debris. Mixed Debris Facilities accept C&D debris such as wood, drywall, metal, and cardboard; as well as inert debris, land clearing debris, and soil. Inert Debris Facilities only accept inert debris such as asphalt, asphalt concrete, concrete blocks, gravel, rocks and soil. Land Clearing Debris Facilities accept land clearing debris such as clearing and grubbing. Some Land Clearing Debris Facilities also accept soil. For details, see the printout of listed facilities at the following link:

Choose at least one C&D recycling facility from the list below. Note the debris that the listed facilities accept.

[C&D Recycling Facilities Link](#)

If you represent a facility that would like to be added to the list mentioned above, please contact the C&D Unit at (626) 458-3517 or CND@pw.lacounty.gov

Mixed Debris Facility [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Mixed Facilities (Online) Details

Mixed Facility	Facility Tonnage
+ Add Row	

Inert Debris Facility [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Inert Facilities (Online) Details

Inert Facility	Facility Tonnage
+ Add Row	

Land Clearing Debris [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Land Clearing Debris Details

Facility	Facility Tonnage
+ Add Row	

Deconstructed Material [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Deconstructed Material Details

Facility	Facility Tonnage
+ Add Row	

VIII. Hauling Option [Previous Section](#) | [Next Section](#) | [Top](#) | [Main Menu](#)

Indicate which of the County-approved hauling options below will be used to haul debris from the project to the facility or facilities chosen in the previous section. Option 1 - Self Haul indicates that the applicant will use a personal or company-owned vehicle to transport all debris to the chosen facility. Option 2 - Roll-off Bins indicates that the applicant will rent a roll-off bin provided by a hauler listed on the County Authorized Waste Hauler list that can be found in the link provided below. Option 3 - End Dump Truck indicates that the applicant will contract hauling of debris to a trucking company.

Option 1 - Self-Haul

Option 2 - Roll-off Bins

[Link for a detailed printout of listed haulers](#)

County Authorized Waste Hauler List

Option 3 - End Dump Truck

Name & Number of company to be used

27. Check back on your application status by going to your assigned RRP number under the “My Work” tab. If your status shows:

- A. “Issued”: your application has been approved. To complete your RRP process after your construction has completed, please see the “Final Compliance Report via EPIC -LA Tutorial” .
- B. “Waiting for Applicant”: Further action is needed. Please check your email for communication from your plan checker. You may contact your plan checker by clicking on their name by the “Assign To” field or call our office at

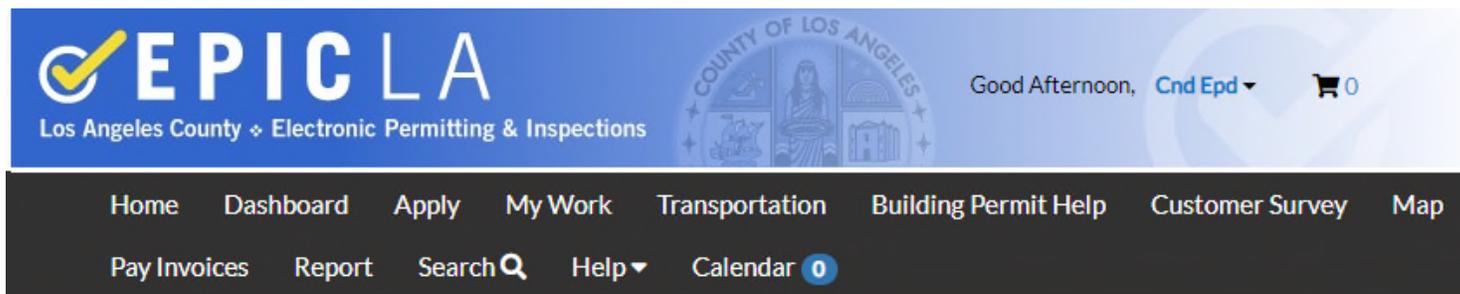
626-458-3517

7:00 am – 5:00 pm,

Monday through Thursday excluding holidays.

You can also email our inbox at CND@dpw.lacounty.gov. Please indicate your RRP number and project address in the subject line of all emails.

- A. “New”: Your application has been received and is in the queue to be reviewed.



The header features the EPIC LA logo on the left, the County of Los Angeles seal in the center, and a user greeting 'Good Afternoon, Cnd Epd' with a shopping cart icon on the right. Below this is a dark navigation bar with links for Home, Dashboard, Apply, My Work, Transportation, Building Permit Help, Customer Survey, Map, Pay Invoices, Report, Search, Help, and Calendar.

Permit Number: RRP052622-0018

[Permit Details](#) | [Tab Elements](#) | [Main Menu](#)

Type:	Construction and Demolition	Status:	Waiting for Applicant
Applied Date:	05/26/2022	Project Name:	
District:	SD-5	Issue Date:	
Expire Date:		Assigned To:	Magana, Mary
Description:	Please apply for FCR under Sub-Records - testing - testing		
		Finalized Date:	

- Summary
- Locations
- Fees
- Attachments
- Contacts
- Sub-Records
- More Info