



Construction and Demolition Waste Tracking Requirements for Projects in Sunnyvale

Since January 1, 2017, the California Green Building Standards Code (CalGreen) has enforced Waste Management Plan requirements for construction and demolition projects that must track waste and meet the minimum 65% waste diversion rate. As of January 1, 2019, the City of Sunnyvale requires contractors to use Green Halo, the Construction and Demolition Waste Management Plan (CDWMP) waste-tracking program to document and monitor compliance.

What is the required diversion rate?

CalGreen requires that 65% of the non-hazardous construction and demolition (C&D) waste be diverted from the landfill by salvaging or recycling materials.

Do I need a C&D Waste Management Plan?

All applicants with covered projects are required to submit a CDWMP to the Environmental Services Department using the online Green Halo System at [Sunnyvale.WasteTracking.com](https://www.sunnyvale.gov/EnvironmentalServices/CDWMP).

What is a covered project?

CalGreen Construction and Demolition Covered Projects			
Residential	Non-residential	Demolition	CalGreen Covered Projects
All new construction projects. Additions and alterations that increase or alter the structure's conditioned area, volume or size.	All new construction, additions, and alteration projects.	Demolition projects where 50 % or more of an exterior wall is being removed.	See CalRecycle's table that summarizes current CalGreen requirements.

What is Green Halo and how do I use it?

Green Halo is a web-based waste diversion and recycling tracking system. Contractors registered with Green Halo can establish, monitor, and document their waste management plan and compliance. Registered projects on Green Halo helps the City track the construction and demolition diversion rate from the landfill and carbon footprint savings.

How do I create a CDWMP?

The Green Halo website will prompt you to provide the following project information:

Permit number	Square footage of the work area
Type of project (commercial/residential)	Type of material to be disposed, (e.g., mixed C&D, asphalt, roofing, carpet and padding, concrete, etc.)
Start and end date	Whether debris will be hauled by City's franchised hauler or have met municipal code exclusions for self-hauling
Project value	Facility that will receive the debris (select from a list of approved facilities)

How much does Green Halo cost?

Fee for Commercial Users Effective Aug. 1, 2021. Green Halo is now charging a fee of \$9.99 per month to commercial users. This fee is for Basic Level service. New features include multi-user access, ability to submit multiple tickets, and LEED project reports. Fees are for the service and are not charged per city.

Instructions for Applicants in Sunnyvale

Step 1: Determine how you will manage debris: Solid waste must be collected and disposed of in containers provided by the City's franchised hauler, Specialty Solid Waste & Recycling (Specialty), with certain exclusions.

- [See allowable exclusions to the franchise requirements](#)
- When you order your debris box from Specialty you must tell them that you are tracking your waste through Green Halo and they will transmit the weight ticket(s) with your disposal tonnages to you.

Step 2: Register your project on Green Halo:

- Visit Sunnyvale.WasteTracking.com to register.
- Green Halo will generate your project's unique tracking number.

Step 3: Permit review process:

- Email your Green Halo tracking number along with other City required documents to planchecksubmittals@sunnyvale.ca.gov to receive your permit number and plan check due date (your plan check due date is when the City will have completed reviewing your plan submittal).
- Fill out your CDWMP in Green Halo and enter the permit number the City gave you.
- Submit your Green Halo CDWMP for approval **before** the plan check due date.

Step 4: Throughout your project:

- Upload all weight tickets and tonnages receipts into the waste tracking system.
- Weight tickets **must** state the city of origin as Sunnyvale and the material type on the tickets **must** match what you entered into the system.

Step 5: Prior to final building inspection:

- Finish uploading all weight tickets and submit the project for final review.
- You must provide evidence of final approval when requesting your final inspection.

Have questions?

Zero Waste Program- 408-730-7262

- Concerns about not meeting required diversion rate during project construction/demolition
- Obtaining a "proof of diversion" letter for LEED certification points
- Deleting a Green Halo project
- Questions about your CDWMP and approved C&D recycling facilities

Green Halo Customer Service- 1-888-525-1301

- Account access and login
- Start and setup of CDWMP
- How to upload project weight tickets

Specialty Solid Waste & Recycling- 408-566-1805

- Setting up C&D debris box service if you don't have a City of Sunnyvale Utility account
- Obtaining project weight tickets for CDWMP

Utilities Customer Service- 408-730-7400

- Starting C&D debris box service if you are an existing City of Sunnyvale customer and have a Utility account