

# Recycling and Reuse Plan via EPIC-LA Tutorial

EPIC-LA offers allows 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 screenshot shows the EPIC-LA website interface. The header includes the EPIC-LA logo and navigation links. A blue banner contains a COVID-19 notice. The main content area features a 'Welcome to EPIC-LA' message and several service tiles. The 'Login or Register' tile is circled in red, and a red arrow points to it. A blue arrow points from this tile to a 'Log In' form on the right. In the 'Log In' form, the links 'Forgot your password? Reset it', 'Forgot your username? Email it', and 'Don't have an account yet? Register Here' are circled in red, and a red arrow points to them.

EPIC-LA  
Los Angeles County • Electronic Permitting & Inspections

Good Afternoon, [Guest](#)

Home Apply Transportation Building Permit Help Customer Survey Map Report Search Help Calendar

\*\*\* The County Board of Supervisors has directed the closure of all County owned buildings and public counters to the public until further notice. \*\*\*  
We continue to offer permitting and inspection services through EPIC-LA  
[Check out the COVID-19 Construction Guidelines](#)  
We also offer teleconferencing for meetings as necessary.  
Please contact your assigned project manager or email us at [epiclahelp@lacounty.gov](mailto:epiclahelp@lacounty.gov).

## Welcome to EPIC-LA

**Login or Register**  
Login or register for a new account.

**Apply**  
This tool will allow you to view permits/plans that are available to be applied for.

**Log In**

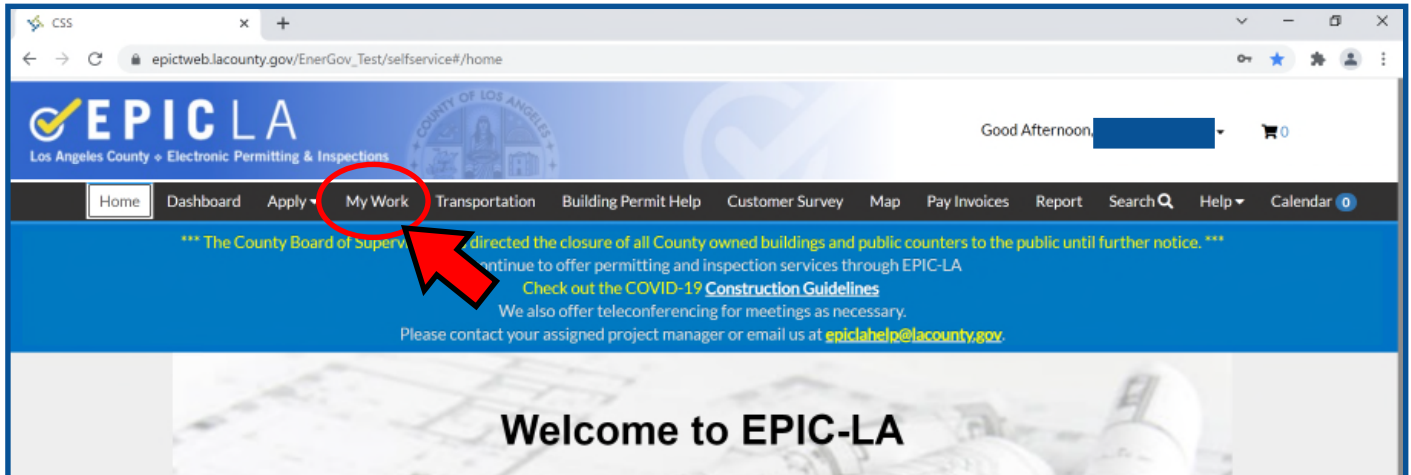
\* Username

\* Password

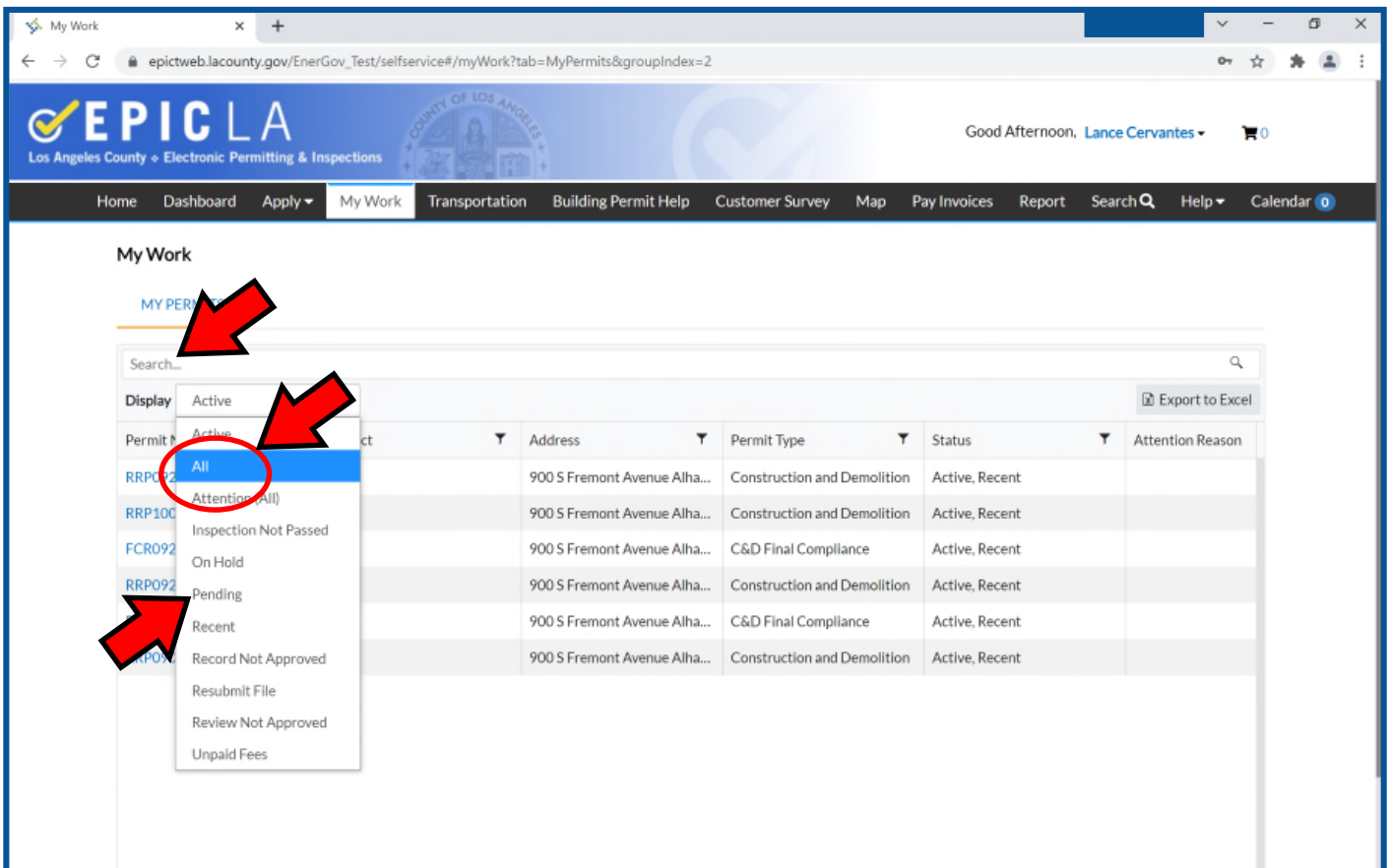
[Log In](#)

[Forgot your password? Reset it](#)  
[Forgot your username? Email it](#)  
[Don't have an account yet? Register Here](#)

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 application interface. The header includes the EPIC LA logo and navigation links. The main content area displays permit details for UNC-BLDF210721000239. Below the details, a row of tabs is visible: Summary, Fees, Reviews, Inspections, Attachments, Contacts, Sub-Records, and More Info. The 'Sub-Records' tab is circled in red, and a red arrow points to it.

Permit Number: UNC-BLDF210721000239

Permit Details | Tab Elements | Main Menu

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:	
Valuation:	\$0.00				
Description:	cnd testing				

Summary Fees Reviews Inspections Attachments Contacts **Sub-Records** More Info

Progress: 0% Completed

Workflow: Building Completeness Check - Started - Scheduled for 07/28/2021

Available Actions

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. A red arrow points to the table header. The table has two columns: Type and Action. The 'Construction and Demolition' row is circled in red, and the 'Apply' button for that row is also circled in red with a red arrow pointing to it.

Type	Action
Commercial New Construction Building Permit - County	Apply
<b>Construction and Demolition</b>	<b>Apply</b>
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

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

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

Apply for Permit - Construction and Demolition

1. Locations 2. Type 3. Contacts 4. More Info 5. Attachments 6. Review and Submit

LOCATIONS

Add Location

Address Parcel

Add Address As Location

Search

Address Information

Search

Parcel Information

Search Search Parcels

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.

Address Information

Search 900 fremont alhambra

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

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

12. Click on “Next”

Apply for Permit - Construction and Demolition

1 Locations 2 Type 3 Contacts 4 More Info 5 Attachments 6 Review and Submit

LOCATIONS

Type: Location  
900 S Fremont Avenue  
Alhambra, CA 91803

Main Address ☒  
Parcel Number  
5342005903  
Main Parcel ☒  
Remove

Location  
Add Location

Save Draft Next

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13. In the text box labeled “Description,” enter a short description of your project

14. Click on “Next”

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Good Afternoon, [User Name]

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Apply for Permit - Construction and Demolition

1 Locations 2 Type 3 Contacts 4 More Info 5 Attachments 6 Review and Submit

PERMIT DETAILS

\* Permit Type  
Construction and Demolition

\* Description  
Short description of your project

Back Save Draft 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.

The screenshot shows the 'General' section of a form. At the top left is the word 'General'. At the top right are links: 'Previous Section | Next Section | Top | Main Menu'. Below this is the instruction: 'Choose the project type that best describes your project in the pull down menu below:'. There are two dropdown menus. The first is labeled '\*Project Type' and has a red oval around it with a red arrow pointing to it. Below it is the text 'Project Type is required.'. The second dropdown menu is labeled '\*Will grading/excavation of soil be involved?' and also has a red oval around it with a red arrow pointing to it. Below it is the text 'Will grading/excavation of soil be involved? is required.'. Further down, there is a line of text: 'County-managed projects must also submit Attachment 1, which can be found at the following link:'. Below this is a link labeled 'Attachment 1' with a red arrow pointing to it.

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.

The screenshot shows the 'I. Demolition' section of a form. At the top left is the section title 'I. Demolition'. At the top right are links: 'Previous Section | Next Section | Top | Main Menu'. Below this is a paragraph of text: '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'. Below this paragraph is a link: 'CND@pw.lacounty.gov'. There are six rows, each with a label and a text input field. The labels are: 'RESIDENTIAL--House (SFR, ADU, addition, etc)', 'RESIDENTIAL--Garage/Carport', 'RESIDENTIAL--Patio/Gazebo', 'RESIDENTIAL--Storage Shed', 'NON-RESIDENTIAL--Wood-frame/Metal Structure', and 'NON-RESIDENTIAL--Concrete/Masonry Structure'. The last row is 'Driveway/Parking Lot/Walkway'. A red arrow points to the first input field.

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](mailto: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](mailto:CND@pw.lacounty.gov)

[CND@pw.lacounty.gov](mailto:CND@pw.lacounty.gov)

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](mailto: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](mailto:CND@pw.lacounty.gov)

[CND@pw.lacounty.gov](mailto: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](mailto:CND@pw.lacounty.gov)

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

Mixed Facilities (Online) Details

**+ Add Row**

Mixed Facility

Facility Tonnage

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

Inert Facilities (Online) Details

**+ Add Row**

Inert Facility

Facility Tonnage

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

Land Clearing Debris Details

**+ Add Row**

Facility

Facility Tonnage

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

Deconstructed Material Details

**+ Add Row**

Facility

Facility Tonnage

**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](mailto: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.






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**Permit Number: RRP052622-0018**

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

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

Summary

Locations

Fees

Attachments

Contacts

Sub-Records

More Info