
TO: ACTING CITY MANAGER **DATE:** 2021 Aug 18

FROM: DIRECTOR CORPORATE SERVICES **FILE:** 33000-01
DIRECTOR PLANNING AND BUILDING *Ref:* *Waste Diversion*

SUBJECT: CONSTRUCTION AND DEMOLITION WASTE DIVERSION

PURPOSE: To present and seek Council approval on the City's Construction and Demolition Waste Diversion Implementation Plan for all demolition permit types issued by the City.

RECOMMENDATION:

1. **THAT** Council approve the Construction and Demolition Waste Diversion Implementation Plan for all demolition permit types issued by the City as outlined in Section 4 of this report.
2. **THAT** Council authorize the City Solicitor to draft a Construction and Demolition (C&D) Waste Diversion Bylaw for Council's consideration.

REPORT

1.0 INTRODUCTION

Council, at its meeting held on 2021 July 12, received a staff report seeking approval to undertake a Construction and Demolition Waste Pilot Project. Arising from the discussion, Council advised that a pilot project is not necessary, referred the report back to staff, and directed staff to bring forward a report on a Construction and Demolition Waste Diversion Implementation Plan.

The purpose of this report is to present and seek Council approval on the City's Construction and Demolition Waste Diversion Implementation Plan for all demolition permit types issued by the City.

To: *Acting City Manager*
From: *Director Corporate Services*
Director Planning And Building
Re: *Construction and Demolition Waste Diversion*
2021 Aug 30 Page 2

2.0 POLICY SECTION

Goal

- A Healthy Community
 - Healthy environment –
Enhance our environmental health, resilience and sustainability
- A Dynamic Community
 - Economic opportunity –
Foster an environment that attracts new and supports existing jobs, businesses and industries

3.0 BACKGROUND

In 2020, the City of Burnaby adopted a Climate Action Framework that outlines targeted big moves and quick-start actions to reduce the City's community emissions to achieve targets set out in the City's 2019 declaration of a Climate Emergency. Under Big Move 6: Zero Emission Buildings, Quick Start 4 directs the City to advance a construction and demolition policy to divert construction and demolition waste from landfill disposal.

The implementation of a C&D Waste Diversion Bylaw supports our regional greenhouse gas (GHG) emission reduction targets under Metro Vancouver's Climate 2050 Strategic Plan, and demonstrates Climate Leadership under the City's Climate Action Framework Big Move 1, Quick Actions 3 and 4, working with partners, advocating action by others and expanding climate awareness.

4.0 CONSTRUCTION AND DEMOLITION IMPLEMENTATION PLAN

The City completes approximately 200 demolition permits per year. Of these, 90 percent are for single- and two-family (duplex) buildings, while multi-family and non-residential permits are approximately two and seven percent, respectively. Drawing from already established municipal programs in the region, Metro Vancouver's Integrated Solid Waste Resource Management Plan (ISWRMP), and a review of the City's current status of demolition permits, staff propose a two-phase approach to implement the C&D Waste Diversion Bylaw, commencing with multi-family and non-residential buildings. These buildings represent a smaller portion of the demolition permits processed, but have a significant diversion potential, and larger developers undertaking demolition would be more familiar with this process from experience with similar development projects in municipalities with established C&D waste diversion bylaws. Subject to review of the success after six months of the program, staff would fold in single- and two-family and accessory buildings into the process.

To: *Acting City Manager*
From: *Director Corporate Services*
Director Planning And Building
Re: *Construction and Demolition Waste Diversion*
2021 Aug 30 Page 3

Additional elements of the C&D Implementation Plan include:

- the establishment of a C&D Waste Diversion Bylaw;
- a Communication plan, launched upon Bylaw approval, that includes digital and print resources, such as advanced notification bulletins, brochures, and regional recycling facility locations;
- a three-month socialization period commencing with/as of Council's approval and enactment of the bylaw, to provide an adjustment period for developers; and
- a program review carried out a year after commencement.

Implementation of a Construction and Demolition Waste Diversion Bylaw will be led by the Climate Action and Energy Department, with oversight and input from the Chief Building Inspector.

The components of a C&D Waste Diversion Bylaw would include:

- a minimum diversion target;
- a Demolition Waste Permit Fee (non-refundable) and Waste Diversion Fee (refundable based on diversion performance); and
- submission of Waste Disposal and Recycling Plans and Waste Diversion Compliance Reports.

Diversions Target

To maintain regional consistency, and to align with the Metro Vancouver's regional Integrated Solid Waste Resource Management Plan (ISWRMP), staff recommend that the bylaw set a minimum of 70% diversion rate for all demolition permits issued by the City (single/two-family, multi-family and non-residential buildings).

Fees

Demolition Waste Permit Fee (Non-Refundable)

Staff recommend that a \$250 demolition waste permit fee assessed as part of the demolition permit application process. This fee will be retained to support additional staff that is required to administer the bylaw. The non-refundable fee is in line with fees applied within municipalities that currently have requirements for the management of C&D waste.

Waste Diversion Fee (Refundable)

Staff recommend the establishment of a Waste Diversion Fee that would be a refundable fee based on demolition waste diversion performance. To provide equity within the building community, staff recommend that the following fees be applied based on the demolition building type.

To: Acting City Manager
 From: Director Corporate Services
 Director Planning And Building
 Re: Construction and Demolition Waste Diversion
 2021 Aug 30..... Page 4

Table 1 outlines the building type, demolition waste permit fee and waste diversion fee.

Table 1: Demolition Waste Permit Fee and Waste Diversion Fee based on building type.

| Building Type | Demolition Waste Permit Fee | Waste Diversion Fee | Diversion Target |
|--|------------------------------------|----------------------------|-------------------------|
| Single and Two-Family Building | \$250 | \$5,000 | 70% |
| Multi-family / Non-residential Building | \$250 | \$10,000 | 70% |

The fee is refundable based on recycling performance achieved (i.e. X/70). For example, if 70% waste diversion is achieved, the entire fee is fully refunded. The amount of refund is reduced proportionately if waste diversion is less than 70%. Collection of the initial fees will be done by the Building Department as part of the current permit application process; Climate Action and Energy Department, will review submitted Waste Diversion Compliance Reports and oversee the refundable fee based on waste diversion performance.

Reporting

As a component of the C&D Waste Diversion Bylaw, applicants will be required to submit a Waste Disposal and Recycling Plan as part of their application package to the Building Department. These plans will guide developers in undertaking an assessment of the building type to determine the material types and volumes present within the structure, and identify prior to demolition, materials that can be recycled.

A Waste Diversion Compliance Report is required to be submitted within 90 days after the completion and inspection by the Building Department that all structures have been demolished. The compliance report will provide the City with details on the material type and volume diverted and disposed. Based on the diversion performance, this report will provide Climate Action & Energy staff to determine the refund amount for the Waste Diversion Fee.

Resource Requirements

Administration of the program and bylaw enforcement will be led by the Climate Action and Energy Department, with oversight and input from the Chief Building Inspector. Intake of initial application fees will be managed within the Building Department. Climate Action and Energy Department staff will provide information and support to applicants, review Waste Disposal and Recycling Service Plans and Compliance Reports and validate the Waste Diversion Fee refunds.

To: Acting City Manager
From: Director Corporate Services
Director Planning And Building
Re: Construction and Demolition Waste Diversion
2021 Aug 30 Page 5

Regionally, municipalities with the highest compliance rate (at least 98%) for C&D Waste Diversion Bylaws have demonstrated this success with 1.0 Full-Time Employee (FTE) per every 200 applications. The average number of completed demolition permits per year for the City are approximately 200 with approximately 90 percent drawing from single- and two-family (duplex) buildings. Although the number of multi-family and non-residential demolition permits are lower, staff recognize and anticipate an increase in demolition permits for these building types as the City moves towards re-development of older stock multi-family and non-residential buildings.

As noted above, initial roll-out of the bylaw and demolition waste diversion will commence with multi-family and non-residential buildings and, with a review of the success after six months of the plan, staff will fold in single- and two-family buildings and accessory buildings into the process. This approach provides staff the opportunity to fine-tune the new process, to work with developers that are experienced with C&D waste diversion, and provides single- and two-family developers a period to adapt to requirements and adjust their practices.

Based on the current permits processed and the phase-in approach, staff recommend that a 1.0 FTE staff compliment should be included in the Climate Action and Energy Department's 2022 budget to support the implementation and success of this bylaw.

5.0 CONCLUSION

In order to meet the City's Climate Action Framework for the advancement of a construction and demolition policy, and to support regional greenhouse gas emissions targets set out in Metro Vancouver's Climate Action 2050 Strategic Plan, staff seek approval from Council to move forward with full implementation of a Construction and Demolition Waste Diversion Bylaw.



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