



INFORMATION SHEET

NO. GB-02

DATE : March 6, 2023

CATEGORY : Green Building

SUBJECT : **Material Reduction and Recovery Plan (MRRP)**

PURPOSE: : This Information Sheet outlines the process for complying with the construction waste management requirements set forth by the California Green Building Standards Code (CALGreen).

DISCUSSION : CALGreen is Part 11 of Title 24, California Code of Regulations. Section 4.408 and 5.408 of CALGreen requires owners/builders of construction projects to recycle and/or salvage for reuse a minimum of 65 percent of the nonhazardous construction waste materials generated during the project.

The Material Reduction Recovery Plan (MRRP) is a program administered by the San Francisco Environment Department (SFE) using Green Halo, a web-based waste management tracking system, to verify compliance with CALGreen's construction waste management requirements.

The Department of Building Inspection (DBI) will determine which building permit applications require a MRRP. Final inspection may not be scheduled with DBI until SFE has approved the project's MRRP in Green Halo.

REFERENCE : California Green Building Standards Code, Section 4.408 and 5.408
AB-093 Implementation of Green Building Regulations

PROCEDURE :

A) Prior To Building Permit Issuance

1. Project types subject to the MRRP requirement are listed in Table 1 on page 2 of this document.
2. DBI will stamp on the permit application "Green Halo Tracking Number Required."
3. Applicants must provide DBI Initial Permit Review/Central Permit Bureau with the ten-digit Green Halo tracking number (GH tracking number) and note the GH tracking number on the plan sets.
4. To obtain a GH tracking number, create an initial MRRP for the project at <http://www.sf.wastetracking.com/>

B) After Building Permit Issuance

5. Applicants must upload weight tickets, photos, and other relevant documentation to Green Halo throughout the duration of the project. Do not wait until the project is complete to begin uploading documentation.
6. Once the project is complete and all relevant documentation is uploaded in Green Halo, applicants must submit the final MRRP for review by SFE. Failure to complete this step may delay final inspection.
7. Within 5 business days after submission, SFE will notify applicants and DBI that the final MRRP was approved or that additional documentation is required for approval. DBI will not schedule final inspection until SFE approves the MRRP.

For more information on completing a MRRP, please visit SFEnvironment.org/construction-demolition-requirements, email DebrisRecovery@sfgov.org or call 415-355-3799.

Table 1 - Project Types Required by CALGreen to Submit a MRRP

| Project Type | Effective Date |
|---|------------------|
| Form 1/2 - New Construction (Commercial and Residential) | February 3, 2020 |
| Form 3/8 - Commercial Addition (1000 sq.ft. or more) | February 3, 2020 |
| Form 3/8 - Commercial Alteration (Valuation of \$200,000 or more) | February 3, 2020 |
| All Municipal Projects* impacted by construction waste management requirements set forth by CALGreen | January 1, 2021 |
| Form 3/8 - Residential Addition or Alteration that increases the building's conditioned area, volume, or size | March 15, 2023 |

***IMPORTANT NOTE FOR MUNICIPAL PROJECTS:** The GH tracking number for a Municipal Project is provided by the project's assigned City Representative. Contact the assigned City Representative for further instructions.

Table 2 - Project Types Not Impacted by CALGreen


| Project Type |
|----------------------------|
| Form 3/8 – No Plans Permit |
| Form 4/7 – Signs |
| Form 5 – Grading |
| Form 6 – Full Demolition** |

** Form 6 full demolition permits are required to submit a MRRP by City & County of San Francisco requirements. See DBI [Information Sheet S-04](#) for demolition-specific requirements.


3/6/2023

Tyrone Jue
Acting Director
Environment Department

Date


3/14/23

Patrick O'Riordan
Director
Department of Building Inspection

Date

This Information Sheet is subject to modification at any time. For the most current version, visit our website at <http://www.sfdbi.org>