

waste MANAGEMENT PLAN

The Waste Management Plan includes two parts:

- **Form A:** A checklist to be completed and kept on site at all times during your building/development project. Council officers may require to see it at any stage.
- **Form B:** A checklist and site-plan to be returned to Council's Planning Unit with your planning permit application

These forms should be completed by the project manager, developer or builder responsible for supervising the site.

Builders and developers should read Council's *Builders' Code of Practice* and *Waste Management Guidelines*, and refer to the City of Yarra's Local Laws and the site permit requirements, to ensure your site complies with all of these.

Reducing waste can save money, scarce natural resources and time.

WASTE MANAGEMENT PLAN: FORM A

Please complete this form and keep it at your building site at all times during your project.

Site Address: _____

Brief Description of Proposal: _____

**Signature of project manager/developer/builder
responsible for supervising the site:** _____

Date: _____

materials

RECOVERY

MATERIAL	REDUCE VOLUME/ACTION	REUSE VOLUME/ACTION	RECYCLE VOLUME/DESTINATION
Ferrous metal (steel)			
Non-ferrous metals (e.g. copper and aluminium)			
Concrete			
Cement			
Bricks			
Asphalt			
Timber (structural)			
Timber (pallets)			
Plywood			
Masonite			
Tree trunks & limbs			
Excavated soil			
Sheet glass			
Plaster			
Terracotta roof tiles			
Cardboard			
Cans and bottles			
Other			

litter & sediment

RUN OFF PREVENTION/CONTROL TABLE

- if unsure please see Waste Management Guidelines for details

LITTER AND RUN-OFF CHECKLIST	TICK ACTIONS	COMMENTS
LITTER		
Litter bin provided		
Waste transported from site will be covered		
Site securely fenced		
SEDIMENT		
Side entry litter trap downstream (where requested by Council)		
CLEANING PRACTICES		
<i>Washing Machinery:</i>		
Onsite –water contained & treated		
Off-site at approved facility		
<i>Entrances and Exits:</i>		
Rumble grids or wheel washers		
Swept after vehicle movements		
Paved with gravel		
CONTAMINATED STORMWATER		
Diversion devices		
Intercept drains		
Water velocity reduction		
STOCKPILES		
Sand and crushed rock within property boundaries		
Ordered just before using		
Located away from wind, water and from drain entry points		
Silt fence		
Vegetation and/or anchored fabric cover		

WASTE MANAGEMENT PLAN CHECK: FORM B

(Checklist adapted from EcoRecycle)

Please complete this and the following page, and return them to Council with your Planning Permit application.

Site Address: _____

Applicant's Name: _____

Applicant's Address: _____

Phone: _____ Fax: _____

Brief Description of Proposal: _____

The details provided in this application accurately describe the waste management practices relating to this proposal.

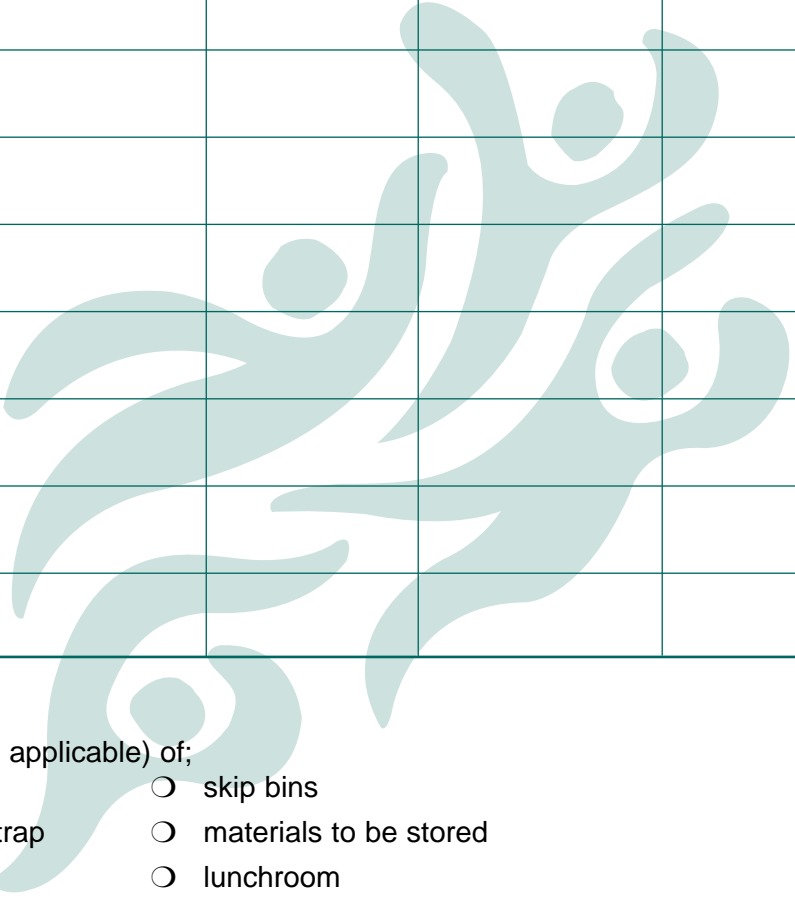
Signature of Applicant: _____ Date: _____

ISSUE ADDRESSED	TICK ACTIONS
Practices to eliminate or minimise waste	
Building to standard sizes	
Staff informed of Waste Management Plan	
Monitoring/review process to evaluate and modify waste minimisation practices	
Data gathering process to monitor materials recovered, recycled and landfilled	
RECYCLING OF MATERIAL GENERATED:	
<input type="radio"/> Separation of discarded material on-site for collection and recycling	
<input type="radio"/> Collection of unsorted, discarded material for recycling	
SAFE DISPOSAL OF UNAVOIDABLE WASTE	

Detach & return with your planning permit application



MATERIALS	REDUCED	REUSED	RECYCLED	VOLUME	ACTION

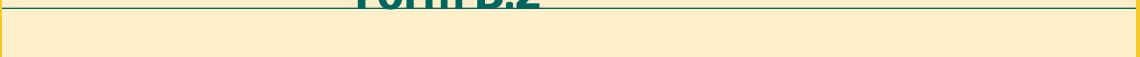


SITE PLAN

Include location (where applicable) of;

- bulk rubbish bin
- nearest side-entry trap
- stockpiles
- skip bins
- materials to be stored
- lunchroom

Detach & return with your planning permit application



site PLAN

Include location (where applicable) of;

- bulk rubbish bin
- skip bins
- nearest side-entry trap
- materials to be stored
- stockpiles
- lunchroom

