Standard Design Requirements for Collection & Storage of Trash, Recyclables & Organics

Multi-Family Properties

Section 1: Collection Requirements:

1. All multi-family properties must subscribe to at least weekly trash service with the City's franchisee, Waste Management Alameda County.

2. All multi-family properties must separate recyclables and arrange for weekly collection of mixed recyclables, e.g., paper; food and beverage containers made of glass, metal and plastic.

3. All multi-family properties must separate organic materials (i.e. food waste, food-soiled paper, or plant debris) and arrange for weekly collection.

4. If carts or bins are placed curbside or streetside for collection, such carts or bins shall not be placed earlier that 6:00 a.m. on the day before scheduled collection, and shall be retrieved and removed from public view by midnight on the day of collection per Hayward Municipal Code 5-1.15.

5. Information about separate collection of mixed recyclables and organics (both available at a discount from regular trash service) is available at this link: http://www.hayward-ca.gov/CITY-GOVERNMENT/DEPARTMENTS/PUBLIC-WORKS-UES/documents/2014/bus_Mandates_2014.pdf

Section 2: Container Capacity and Storage Space

1. The minimum container capacity required for residents for weekly garbage collection must be calculated as follows:

Formula to Determine Minimum Multi-Family Garbage Container Capacity in Cubic Yards (Must be included on site plan)
___ # of dwelling units x 1.2 (move in/out factor) x 32 (gallons per unit) ÷ 200 = **___ CY/week**

Container Capacity for Recyclables Must be Equivalent to Capacity Allocated to Trash
Trash CY/week calculation from above =**___ CY/week of recyclables**

Formula to Determine Minimum Multi-Family Organic Container Capacity in Gallons
___ # of dwelling units x 5 (gallons of organics per unit) = **___ gallons/week of organics**

This formula must be clearly indicated on the site plan to justify the container size(s) and determine enclosure dimensions.

2. The required container size can be decreased with a corresponding increase in the number of containers or in the frequency of collection such that the total weekly service capacity remains the same. If you must increase the frequency of collection rather than increasing the size or number of containers, consider these issues: increasing the frequency of collection results in a higher probability of accidents involving the collection vehicles and increased wear on streets and driveways.

3. Applicant must clearly indicate on the site plan the size, number, and type of containers for garbage, recycling, and organic materials.

4. For residential tenants, centralized containers are used. The following container sizes are available:

   Garbage:

   Centralized Service: 20, 32, 64, or 96 gallon carts; 1, 2, 3, 4, 6, or 7 cubic yard bins; 6, 14, 20, 30, 40, or 50 cubic yard roll-off boxes; or 15, 20-28, 30, 32, 34-38, or 40 cubic yard compactors

   Recyclables:

   Centralized Service: 96-gallon carts or 14 cubic yard roll-off boxes

5. Four cubic yard bins are the largest bins with casters and are the largest bins allowed in an enclosure.

6. The available container sizes and their dimensions are listed below. (Four cubic yard bins are the largest bins with casters and are the largest bins allowed in an enclosure.)

Carts	**Width**	**Depth**	**Height**	**Service* Available**
20 gallons	22 inches	25 inches	41 inches	Trash / Recyclables
32 gallons	22 inches	25 inches	41 inches	Trash/Organics/Recyclables
64 gallons	28 inches	30 inches	43 inches	Trash/Organics/Recyclables
96 gallons	30 inches	36 inches	47 inches	Trash/Organics/Recyclables
Bins	**Width**	**Depth**	**Height**	
1 cubic yard (~200 gallons)	7 feet	3.5 feet	4 feet	Trash/Organics/ Recyclables
2 cubic yards	7 feet	3.5 feet	4.5 feet	Trash/Organics/ Recyclables
3 cubic yards	7 feet	4 feet	5 feet	Trash/Organics/ Recyclables
4 cubic yards	7 feet	5 feet	5.5 feet	Trash/Recyclables
6 cubic yards (no wheels)*	7 feet	6.5 feet	6 feet	Trash/Recyclables
7 cubic yards (no wheels)*	7 feet	7 feet	6 feet	Trash/Recyclables
Roll-off Boxes				`
6 cubic yards*	7 feet	12 feet	2 feet	Trash
14 cubic yards*	7.5 feet	12 feet	5.5 feet	Trash
20 cubic yards*	7.5 feet	14 feet	5.5 feet	Trash
30 cubic yards*	8 feet	22 feet	5 feet	Trash
40 cubic yards*	8 feet	22 feet	7.5 feet	Trash
Compactors				
20 cubic yards*	7.5 feet	20 feet	7 feet	Trash
30 cubic yards*	7.5 feet	20 feet	7.5 feet	Trash
40 cubic yards*	8 feet	22 feet	7.5 feet	Trash

**6 cubic yard bins, 7 cubic yard bins, roll-off boxes, and compactors used for weekly service are approved on a case by case basis.*

7. Applicant must indicate on the site plan the existing and/or proposed outdoor enclosure(s) for storage of trash and recyclables. Site plans must clearly indicate that the space provided for indoor and outdoor storage of recyclables is the same size or larger as that provided for garbage (Hayward Municipal Code 5-1.27).

8. If a substantial amount of organic materials (e.g., food, wood, or green waste) will be generated on commercial premises, adequate indoor and outdoor storage space for separate collection of those materials must be provided.

9. For commercial premises, outdoor storage for garbage, recyclables, and organic materials may be in separate enclosures or one combined enclosure, with individual containers for garbage, recyclables, and organic materials. Such enclosures for commercial tenants must be separate from those provided residents.

10. Site plans must show the path that commercial tenants and residents would use to transport containers (e.g., carts) between their business and the enclosure(s).

11. Sufficient space must be allocated in each enclosure to ensure easy access by the tenants, residents and collection service providers.

Section 3: Enclosure Design Requirements

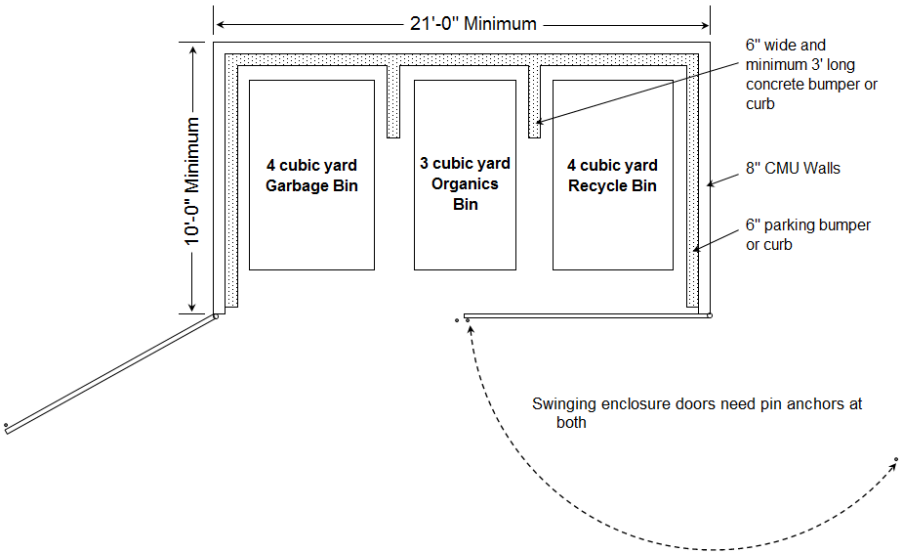
The enclosure should be constructed with:

1. 8" CMU walls, fencing, or other materials approved by the Planning Division.

2. 6" wide curb or bumper must be included along the interior perimeter of the enclosure and extending at least three feet long between the bins for trash, recyclables, and organics.

3. All new trash enclosures must include a separate space for organics containers.

Trash Enclosure for 3 bins: 4 cubic yard Garbage, 4 cubic yard Recycle and 3 cubic yard Organics Bins



4. A minimum space of 12 inches between each bin and the walls of the enclosure is required to allow for maneuvering of the bins.

5. Gates should hinge from the corners of the enclosure to allow for maximum accessibility to the containers.

6. Enclosures must be constructed on a flat area with no more than a 2% grade. Trash enclosures shall have the slab floor designed to prevent run-on of surface water and run-off of pollutants.

7. A solid roof over the enclosure is required.

8. Internal height clearance within the enclosure must be more than the sum of the height and depth (listed on page 2 of this document) of the bin that will be used to allow sufficient space to open the lid while inside the enclosure. For example, an enclosure for a 4 cubic yard bin must have an internal height clearance of 10.5 feet (5.5 feet + 5 feet).

9. Signage indicating "Trash Only", "Recyclables Only", and “Organics Only” at the appropriate locations is required.

10. A concrete pad extending 20' from the enclosure to accommodate the truck weight is recommended.

11. Enclosures shall be equipped with a sanitary sewer drain (drain at center of enclosure with a 5% slope to drain). Additionally, a sand/oil/water interceptor will be required if the proposed use is a grease generating operation. Please contact Water Pollution Source Control at (510) 881-7900 for more information. Unless authorized by Water Pollution Source Control, trash enclosures shall not have hose bibs or provide hot/cold water utilities.

12. Trash enclosures may need to be modified if/when new tenants or businesses are identified. In order to accommodate any increases in the anticipated waste stream, enclosures may need to be added and/or existing enclosures may need to be modified. To minimize the need for future modifications, original construction should anticipate both near and long term possible business types or occupants.

13. A trash enclosure shall be sited no further than 100 feet from the business(es) it is designed to serve, unless the site topography is such that adhering to this standard would interfere with the collection of trash, recyclables and organics, as established in the City's Zoning Ordinance.

Section 4: Collection Vehicle Access

1. Dashed lines indicating the collection vehicles' path of travel to enter the property, service each container, and exit are required. Streets and parking lots shall be designed such that collection vehicles are not required to back up more than 150 feet. All turns and turn-around areas shall be designed with a 40-foot turning radius.

2. Collection vehicles require a minimum vertical clearance of 14 feet and a minimum width of 12 feet. If a collection vehicle must travel on a newly constructed drive or parking lot to service the containers, then the applicant must construct the driveway or parking lot to accommodate a 50,000 pound truck on a weekly basis.

3. If gates with locks are planned to limit access to the property, the applicant must provide keys or cards to the service provider, Waste Management of Alameda County (510) 537-5500. Keys and locks may also be obtained from Waste Management for a nominal fee.

4. Compactors must be positioned to allow for a backup distance of three times the length of the compactor in order to service it. The back-up distance must extend straight ahead from the end of the compactor unit. Dashed lines indicating the collection vehicle's path of travel to service the compactor is required. If a compactor is proposed for a below-grade loading area, the minimum loading height is 30 feet.