



Utilities & Environmental Services

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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 than 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. Calculating Container Capacity: The minimum container capacity required for weekly trash, recyclables and organics collection must be calculated as follows and must be indicated on the site plans to reflect the container sizes and enclosure dimensions:

a. Formula to Determine Minimum Multi-Family Trash Container Capacity in Cubic Yards
$\text{___ \# of dwelling units} \times 1.2 \text{ (move in/out factor)} \times 32 \text{ (gallons per unit)} \div 200 = \text{___ CY/week of trash}$

b. Container Capacity for Recyclables Must be Equivalent to Capacity Allocated to Trash
Trash CY/week calculation from table a. = ___ CY/week of recyclables

c. Formula to Determine Minimum Multi-Family Organic Container Capacity in Gallons
$\text{___ \# of dwelling units} \times 5 \text{ (gallons of organics per unit)} = \text{___ gallons/week of organics}$

- Indicate on site plan proposed outdoor enclosure(s) to store recyclables, organics, and trash. Site plans must indicate that the space provided for outdoor storage of recyclables and organics is the same size or larger as that provided for garbage (Hayward Municipal Code 5-1.27).
- Outdoor storage for recyclables, organics, and trash may be in separate enclosures or one combined enclosure, with individual containers for garbage, recyclables, and organics.
- Site plans must show size, number, and type of containers for recyclables, organics, and trash. Available container sizes and dimensions are shown in the table below (Four cubic yard bins are the largest bins with casters and are the largest bins allowed in an enclosure.)

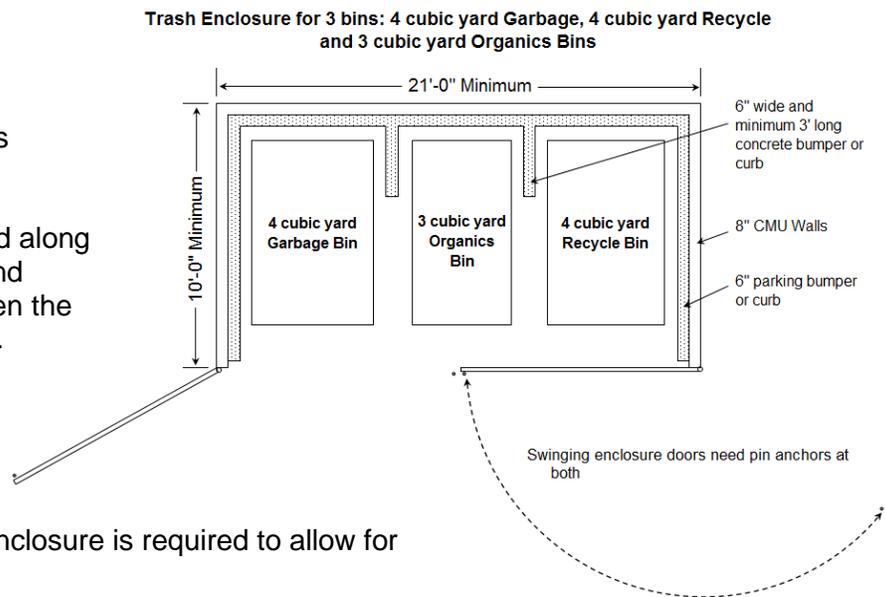
Carts	Width	Depth	Height
32 gallons	22 inches	25 inches	41 inches
64 gallons	28 inches	30 inches	43 inches
96 gallons	32 inches	38 inches	47 inches
Bins	Width	Depth	Height
1 cubic yard	7 feet	3.5 feet	4 feet
2 cubic yards	7 feet	3.5 feet	4.5 feet
3 cubic yards	7 feet	4 feet	5 feet
4 cubic yards	7 feet	5 feet	5.5 feet
Compactors	Width	Depth	Height
20 cubic yards*	7.5 feet	20 feet	7 feet
30 cubic yards*	7.5 feet	20 feet	7.5 feet
40 cubic yards*	8 feet	22 feet	7.5 feet

*Compactors used for weekly service are approved on a case by case basis.

Section 3: Enclosure Design

The enclosure should be constructed with:

- 8" CMU walls, fencing, or other materials approved by the Planning Division.
- 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.
- All new trash enclosures must include a separate space for organics containers.
- A minimum space of 12 inches between each bin and the walls of the enclosure is required to allow for maneuvering of the bins.
- Gates should hinge from the corners of the enclosure to allow for maximum accessibility to the containers.
- 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.
- A solid roof over the enclosure is required.
- 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. A drain inlet connected to the sanitary sewer line may be required. Prior to designing a drain to the sanitary sewer, please contact Water Pollution Source Control at (510) 881-7900. Unless authorized by Water Pollution Source Control, trash enclosures shall not have Hot/Cold water utilities provided.
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.