

City of Cupertino

Guidelines for Multi-Family Dwelling (5 or more units) Trash and Recycling Enclosures

1. SOLID WASTE REQUIREMENTS

During the development review process, prior to issuing grading, demolition, tenant improvement or building permits, the following conditions and requirements must be addressed. Other conditions and requirements that pertain to an individual development project may be identified during the Planning entitlement review process or the Development Organization process. The conditions identified in these guidelines must be shown on plan sets and in should be distinct sheet(s) within the plan set.

- Multi-family dwellings must have enclosures for garbage, recycling and organics containers. Enclosures shall be adequate in capacity, number and distribution to serve the development. An adequate number of bins and containers to allow for storage and collection of garbage, recyclables, and organics shall be supplied for each enclosure.
- The enclosure should be configured and located on the property so as to allow ease of access by collection vehicles. Review of plans by the City's franchised waste and recycling hauler (Recology South Bay at 408-725-4020) is required to ensure access.
- Municipal solid waste (MSW) collection service is required for all occupied multi-family residential properties, and is provided by the City's franchise holder on an exclusive basis. The City's franchised waste hauler provides collection services for garbage, recyclables and organic materials (food waste and other compostables).

At a minimum, garbage, recyclables, and organics must be collected once a week, but service must be adequate to maintain the property and to keep material intended for disposal in containers with closed lids.

- Any debris generated during construction or remodeling should be handled in accordance to the City of Cupertino's C&D recycling ordinance (CMC 16.72). Contact the Environmental Programs Division at 408-777-3354 for additional information.

2. MULTI-FAMILY RESIDENTIAL STRUCTURE SPACE REQUIREMENTS

New or remodeled multi-family dwelling units within residential zoning districts shall provide storage areas for garbage, recyclables, and organics. The exact size and location of the storage area(s) must take into account the types and quantities of garbage, recyclables, and organics to be generated by the multi-family dwelling, as well as the mode of collection to be used. Please contact the City's

franchised hauler (Recology South Bay at 408-725-4020) to review the specific service level needs for your development, including capacities and types of containers for garbage, recycling, and organics.

1. Internal/Interior Storage Requirements

- Each dwelling unit shall include an appropriate space for the internal storage of garbage and recyclable materials. A minimum of three (3) cubic feet (12” by 18” and 24” high) shall be provided for storage of garbage, and a minimum of three (3) cubic feet (12” by 18” and 24” high) shall be provided for storage of recyclable materials. These spaces shall be in or near the kitchen.

2. External/Exterior Storage Requirements

- Multi-family residential developments [five (5) or more dwelling units], must provide enclosures for bins or other containers, with capacity, number and distribution sufficient to provide adequate storage capacity of garbage, recycling, and organics. Examples of enclosure arrangements are provided in Figures 1 & 2.
- These guidelines are intended to provide general guidance for enclosure space requirements. Please note that these are guidelines only. Enclosures must provide sufficient space for adequate capacity, number and distribution of garbage, recycling, and organics containers to serve the development. Please contact the City’s franchised hauler (Recology South Bay at 408-725-4020) to review the specific service level needs for your development.
- In addition to the garbage enclosure space requirements listed in Table 1 below, if multiple containers are to be stored in any one enclosure, space must be provided to allow access to each of the bins and carts. Access aisles between containers must be a minimum of 30-inches wide.

3. REQUIREMENTS FOR TRASH ENCLOSURE DESIGN AND CONSTRUCTION

The following are minimum requirements for new construction or remodeling of multi-family dwellings.

- Areas designed for the storage and collection of garbage, recyclables, organics or other discarded materials shall conform to any applicable architecture and site design standards and guidelines.
- Areas designed for storage and collection of garbage, recyclables, and organics at multi-family dwellings shall observe the requirements of the California Building Code and the requirements of CCR Title 24, regarding accessibility to garbage and recycling collection containers for persons with disabilities.
- Site plan and architectural approval is required for garbage, recycling, and organics enclosures, which must also conform to enclosure design and construction requirements set out in the Cupertino Municipal Code and in these Guidelines. The plans submitted to the City shall include:
 - A site plan of the overall development

- Design, square footage, and location of the areas for garbage, recyclables, and organic material storage and collection
- The anticipated number, type, size (gallons or cubic yards), and placement of bins and containers
- Adequate fencing, lighting, signage and other security measures to insure the safety of the development's occupants, facility maintenance personnel, residents, and the public
- Signage to strongly discourage illegal dumping into and around garbage enclosures
- Signage (as needed) to deter scavenging and theft of materials set out for collection
- Adequate area for closed-lid containment of recyclable materials
- Adequate area for closed-lid containment of organic materials Description of materials used for enclosure construction
- Elevation and drainage detail of enclosure and surrounding area, demonstrating that runoff and litter from the enclosed area will not enter the City's storm drain system
- Adequate area for truck access routes and turning radius
- Adequate pads or ground support in service areas for trucks (check with City's franchised hauler (Recology South Bay at 408-725-4020) for requirements)
- Relationship of enclosure to building entrances and proposed truck route
- Other items that will be housed in the same enclosure (e.g., maintenance equipment)

4. ENCLOSURE CONSTRUCTION & DESIGN, DETAIL REQUIREMENTS.

The following are specific requirements for new construction or remodeling of Multi-family dwellings.

- The development must include adequate, accessible and convenient areas for storing and loading garbage, recyclables, and organic materials. An enclosure shall be within 250 feet of the appropriate doorway of each dwelling unit.
- The enclosure should be constructed on a flat area with a grade of no more than 2%, in order to ensure that containers can be safely serviced and returned to the enclosure.
- Enclosure design must be architecturally compatible with nearby buildings, topography and vegetation. The wall finish and materials for the enclosure must match or be compatible with the primary buildings at the site.
- External storage areas shall not be located in any required parking, landscaped, or open space, or any areas required by the City of Cupertino to be maintained as unencumbered.
- Enclosures shall be readily accessible to building occupants, facility maintenance personnel, and to the franchised waste hauler. Enclosures shall provide adequate access so as to minimize effort in the collection and removal of container contents from the enclosures. Site plans for enclosures should consider vehicular and pedestrian traffic patterns.
- Enclosures shall be appropriately located and screened from view on at least three sides by a wall at least six feet in height, and on the fourth side by gates not less than five feet in height. Solid metal gates with latches and bolts are one option. Applicants may propose an alternative gate

design if said design accomplishes the desired visual effect. Alternative designs will be subject to the review and approval of the City of Cupertino Planning Division.

- Enclosures shall be covered to prevent rainwater infiltration into the storage area. A horizontal or sloped roof shall be designed of solid material for protection of the containers from the elements. The roof should extend sufficiently outward in all directions so that wind-blown rain will not enter the interior of the storage area. A minimum of eight feet of vertical clearance within the storage area shall be provided to allow the container lids to be fully opened and closed. If fire sprinklers or drop lighting are installed within the enclosure, the minimum vertical clearance of 8 feet, will be measured from the lowest point of the sprinkler heads, lighting or any other fixture.
- Enclosures and areas around enclosures shall be designed to prevent liquid run-on to the area and run-off from the area, and to contain litter and garbage so that it is not dispersed by the wind or runoff. Enclosures and areas around enclosures shall not discharge to the storm drain system. If proposed use of the development includes a food service facility, any drains installed in or beneath enclosure areas shall be connected to a grease removal device prior to discharging to the sanitary sewer.
- Overhead clearance of 20-feet must be provided in front of the enclosure to allow containers to be emptied by front-end loader collection vehicles.
- Driveways and travel aisles shall conform to local building code requirements for garbage, recycling, and organics collection access and clearance (these requirements should be the same as the Fire Department regulations). Unobstructed access shall be provided for collection vehicles and collection company personnel, as well as for facility occupants and maintenance staff.
- For safety reasons, a turnaround must be provided for any street, driveway or travel aisle that would otherwise require the collection truck to back up a distance greater than 100 feet. A minimum of a 42-foot turning radius is required for solid waste collection vehicles.
- For properties that need to lock their enclosure or bins, the City's franchised hauler (Recology South Bay at 408-725-4020) will supply container locks and keys at a lock charge fee in accordance with the service agreement for the property.
- The gates should be maintained in good working order and should remain closed except when in use. The enclosure opening, including gates and hinges, must provide a minimum opening of nine (9) feet to allow containers to be moved in and out of the enclosure.
- A minimum of eight inches between the walls and the bin is needed to protect the walls and insure that the bin can be removed from the enclosure to be serviced. Installation of curbing is required to protect the enclosure walls. If internal posts are used to support the walls and/or roof, padding or other suitable material shall be installed on the posts to protect from damage by waste containers.
- Any internal plumbing fixtures within the enclosure shall be protected by durable shielding or curbing to prevent damage by waste containers.

- To allow ease of access in loading bins, if multiple containers are stored in one enclosure a minimum of thirty inches of clearance between containers is required.

- Containers exceeding four cubic yards cannot be placed on wheels, and therefore cannot be rolled out of the enclosure for service by the collection vehicle. Enclosures that will accommodate containers six cubic yards in capacity or greater shall also incorporate the following design features:
 - Door openings shall be a minimum of ten (10) feet in width to allow for direct pickup by the collection vehicle.
 - The entrance gate should be capable of being latched open so that an eight-foot wide truck can access the enclosure.
 - A minimum of 15-foot vertical clearance is required within the enclosure so the collection vehicle can reach the bin.
 - Enclosure must provide for direct access by the collection vehicle. At a minimum, a lane, 10-foot wide by 30-feet in length, must be provided directly in front of the enclosure.

- Other design considerations for enclosures include:
 - Increased collection costs ("push/pull fees") may be incurred if containers must be moved by collection personnel more than 25 feet to be emptied.
 - To reduce the number of truck trips to provide garbage, recycling, and organics services to the property, it is recommended that the developer design for larger capacity containers (with less frequent service) over smaller containers (with more frequent service).
 - Where a ramp leads to an enclosure, avoid placing a lip at the entrance that might impede container placement and removal.
 - The floor of the enclosure should be concrete, since asphalt can buckle under heavy loads or in hot conditions.
 - A concrete pad should be provided outside the entrance to the enclosure. Dimensions should be approximately 10 feet wide and 10 feet long. The pad should be capable of withstanding the impact of the bins being set down, and a 20-ton stationary load.

5. DIMENSIONS OF MULTI-FAMILY GARBAGE, RECYCLING & ORGANICS CONTAINERS

FRONT-LOAD BINS

Bin Size (cubic yards)	Depth (inches)	Width (inches)	Height (inches)	Vertical Clearance (inches)
1.5	33	82	45	78
3	33.5	82	58	108
4	54	82	64	126
6	68	82	72	140

WHEELED CARTS

Cart Size (gallons)	Depth (inches)	Width (inches)	Height (inches)	Vertical Clearance (inches)
32	22	18	40	64
64	30	26	44	76
96	36	28	48	82

6. GENERAL SPACE GUIDELINES

These guidelines are intended to provide general guidance for enclosure space requirements. Please note that these are guidelines only. Enclosures must provide sufficient space for adequate capacity, number and distribution of garbage, recycling, and organics containers to serve the development. Please contact the City's franchised hauler (Recology South Bay at 408-725-4020) to review the specific service level needs for your development.

The space requirements listed in the tables below reflect only the size of the containers. Within each enclosure, additional space will be required for: (1) curbing to protect the enclosure walls, (2) allow for access to and maneuverability of the containers for service by the collection company, and (3) for adequate and accessible interior areas so that users of the enclosure do not have to shuffle receptacles.

Table 1. Multi-unit garbage, recyclables, and organics space requirements

Dwelling Units	Garbage sq. ft	Recyclables sq. ft	Organics sq. ft	Total Area sq. ft
up to 7	21	28	21	70
8-15	28	56	28	112
Every additional 15 dwelling units require an additional collection day or 28-square feet for garbage, 28-square feet for recyclables and 28-square feet for organics.				

7. SAMPLE DIAGRAMS OF ENCLOSURES

Figure 1. Minimum Enclosure Configuration: Square Arrangement

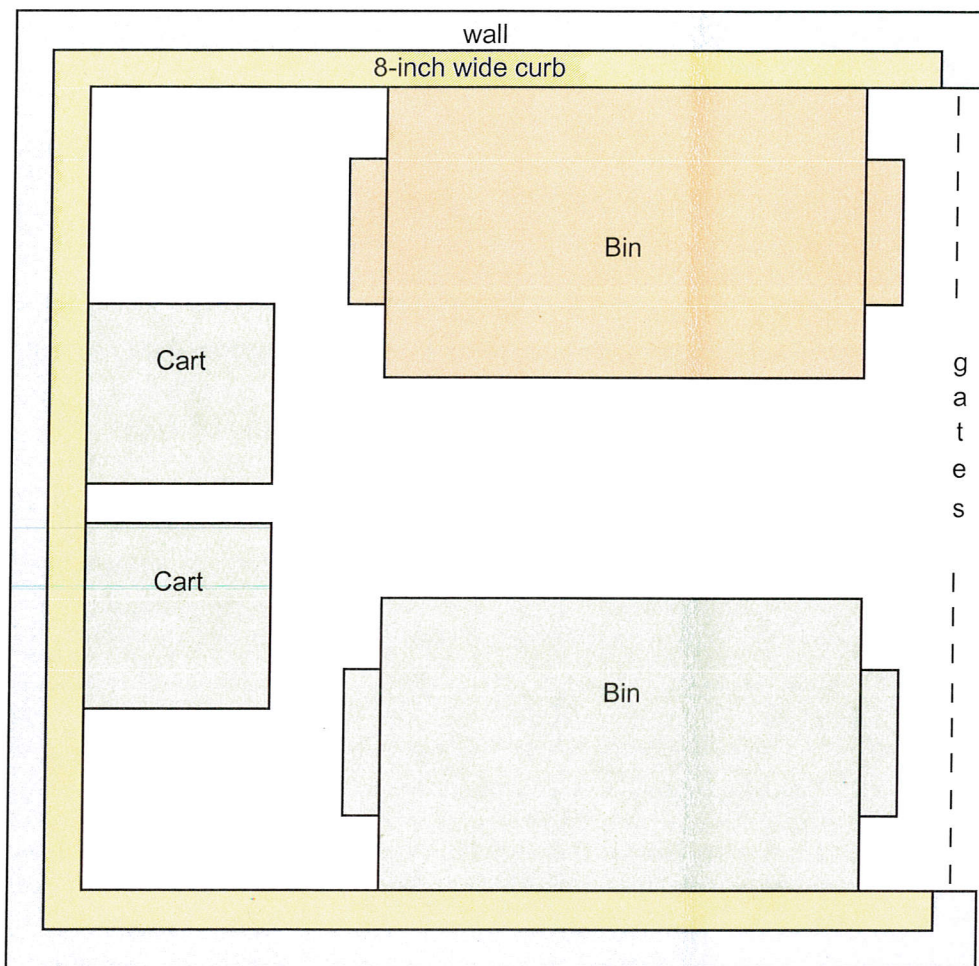


Figure 2. Minimum Garbage and Recycling Enclosure Configuration: Elongated Arrangement

