

**CITY OF TORONTO REQUIREMENTS  
FOR GARBAGE AND RECYCLING  
COLLECTION FROM NEW  
DEVELOPMENTS AND  
REDEVELOPMENTS**

**LAST REVISED: NOVEMBER, 2006**

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IF YOU HAVE ANY QUESTIONS REGARDING THESE REQUIREMENTS PLEASE CONTACT YOUR REPRESENTATIVE AT THE CITY OF TORONTO:

SOUTH/WEST DISTRICT  
(FORMER TORONTO, EAST YORK, YORK & ETOBICOKE COMMUNITIES) 416-338-0957

NORTH/EAST DISTRICT  
(FORMER NORTH YORK & SCARBOROUGH COMMUNITIES) 416-396-4135

IF YOU HAVE ANY QUESTIONS REGARDING YOUR DEVELOPMENT APPLICATION PLEASE CONTACT TECHNICAL SERVICES STAFF AT THE CITY OF TORONTO:

ETOBICOKE DISTRICT 416-394-8411  
NORTH YORK DISTRICT 416-395-6359  
SCARBOROUGH DISTRICT 416-396-7365  
TORONTO AND EAST YORK DISTRICT 416-397-5112



## Requirements for City of Toronto Garbage/Recycling Collection at Developments and Redevelopments

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### **PART I - INTRODUCTION**

#### **A. GENERAL INFORMATION**

1. The City of Toronto's Development Engineering Section of Technical Services, in consultation with Solid Waste Management Services (SWMS), reviews all development and redevelopment applications, rezoning applications and condominium applications along with some developments going to the Ontario Municipal Board and Committees of Adjustment. Developments that do not go through the processes above, including proposals to change collection points, method of collection, if there is a new building planned or a change of use and/or an existing building is being expanded by more than one-third its original size, must be reviewed by Solid Waste Management Services.
2. In order to qualify for City of Toronto garbage/recycling collection services, new developments or redevelopments (buildings), including existing developments currently receiving private collection services that apply and meet the City's eligibility criteria must adhere to the requirements outlined in this document. It should be noted that these are general requirements only and the City reserves the right to enact additional requirements during a detailed review of specific projects. It should also be noted that this document is to be used in conjunction with, not in place of, all applicable building codes and the Site Plan Control process. (Further information on these building codes and the Site Plan Control process can be obtained from the City of Toronto's Planning Division)
3. Developments and redevelopments, including existing developments currently receiving private services that meet the City's eligibility requirements must provide the required facilities which allow for municipal collection of garbage and recyclable materials. If the facilities cannot, as determined by the Developer and the Division, be provided, the requirements will be listed in the legal documentation concerning the development and notice given to all future owners of the need to provide and maintain private collection service until such requirements are met.
4. All municipal collection services are subject to the conditions required by the applicable by-laws.
5. Please refer to the appropriate section when preparing various site plans. To ensure that the

- access routes
- loading facilities
- garbage rooms/storage facilities
- recycling rooms/storage facilities
- size and number of garbage and recycling containers to be used
- type and number of chutes for garbage and/or recycling
- number of dwelling units in the development/total ground floor area/number of stories

All site plans submitted to the City shall be at 1:200 scales.

6. The City reserves the right to re-review site plans if more than 3 years has elapsed between site plan approval and the start of construction. New or additional requirements as a result of operational changes or City policies may be imposed upon re-review.
7. This *City of Toronto Requirements for Garbage and Recycling Collection from New Developments and Redevelopments* has been amended to adhere to the City of Toronto's Development Infrastructure Policy and Standards (DIPS) which was approved by Toronto City Council at its meeting held December 5, 6, and 7, 2005.
8. **Failure to comply with these requirements and any additional requirements imposed by the General Manager will result in collection services not being approved or suspension of collection services.**

## **B. DEFINITIONS**

*"Bulk Lift Garbage Collection"* shall mean the collection of garbage from an approved, properly covered watertight metal container, in sound and good working order with a capacity of no less than 1.76 cubic metres and no greater than 4.6 cubic metres and compatible with the City's or its agent's collection equipment.

*"Bulk Lift Recycling Collection"* shall mean collection of recyclable materials from an approved properly covered watertight metal container, in sound and good working order with a capacity of no less than 2.3 cubic metres and no greater than 3.06 cubic metres and compatible with the City's or its agent's collection equipment.

*"Bulky Item Collection"* shall mean the collection of bulky items, as defined by applicable by-laws and shall include furniture in excess of 20 kilograms.

*"By-law"* shall mean the following by-laws and any amendments, and are applicable to the appropriate geographic areas, and shall include any new solid waste collection by-laws as approved by Council from time to time:

Chapter 844, City of Toronto Municipal Code, as amended  
Chapter 841, City of Toronto Municipal Code, as amended

Chapter 309, City of Toronto Municipal Code, as amended  
Chapter 149, Etobicoke Municipal Code, as amended  
Borough of East York By-law 1-86, as amended  
City of York By-law 2890-78, as amended  
City of Scarborough By-law 24478, as amended  
City of North York By-law 21732, as amended

“*Cart Recycling Collection*” shall mean the collection of recyclable materials from a 340 or 360 litre plastic bin equipped with wheels and meeting City specifications.

“*City*” shall mean the City of Toronto.

“*Collection Point*” shall mean the part of a property eligible to receive services that has been designated by the General Manager for the setting out and collection of garbage, recyclable materials, organic materials, yard waste and items eligible for special collection services.

“*Commercial Property*” shall mean a property used for retail, service, commercial, recreational or entertainment purposes or for offices and includes property which is not residential property, industrial property, institutional property or property owned and operated by a registered charity.

“*Curbside Door to Door Collection*” shall mean garbage and materials collected in regulation containers from the approved collection point abutting the property and as close as possible to the edge of the maintained roadway or laneway without obstructing the roadway or sidewalk and not extending beyond the frontage of the property.

“*Division*” shall mean the City of Toronto’s Solid Waste Management Services Division.

“*Dwelling Unit*” shall mean a living accommodation used or designed for habitation by one person or by two or more persons living together which consists of a room or site of two or more rooms in which both culinary and sanitary facilities are provided for the exclusive use of the person or persons.

“*Garbage*” shall mean waste from private or public property, within the City, but does not include the following as defined in the applicable by-laws:

- (a) Recyclable and compostable materials
- (b) Prohibited waste

“*Garbage Collection Services*” shall mean those services provided by the City or its agent(s) for the removal of garbage from public or private property.

“*General Manager*” shall mean the General Manager of Solid Waste Management Services or his/her designate.

“*Household Residence*” shall mean a building containing dwelling rooms and/or fewer than eight (8) dwelling units.

*“Industry”* shall mean an industry involved in the processing or fabrication of products.

*“Industrial Property”* shall mean a property zoned for industrial use under the City’s zoning by-laws or assessed as such for the purpose of municipal property tax assessment.

*“Infill Townhouse/Infill Rowhouse”* shall mean one of a series of more than two attached buildings:

- (i) each building comprising a dwelling unit;
- (ii) each building divided vertically from another by a party wall;
- (iii) each building located on a lot; and
- (iv) some or all of the buildings facing a private roadway, laneway, driveway or courtyard.

*“Large Commercial Development”* shall mean developments or redevelopments for commercial use whereby the development/redevelopment does not meet the criteria for small commercial development.

*“Large Residential Development”* shall mean developments and redevelopments of greater than 8 units and shall include stacked townhouses, infill townhouses and high-rise multiple household unit residential buildings.

*“Live/Work Development”* shall mean a dwelling unit that is also used for work purposes, provided only the resident or residents of such accommodation work in the dwelling unit.

*“Mixed Use Development”* shall mean any development containing a combination of residential uses with non-residential uses, and any accessory uses thereto.

*“Multiple Household Residence”* shall mean a building used mainly for residential purposes containing eight (8) or more dwelling units.

*“Organic Materials”* shall mean the materials for which the City provides a recovery program as set out in the applicable by-laws.

*“Organics Collection Services”* shall mean the services provided by the City or its agent(s) for the removal of organic materials from public or private property.

*“Other Developments”* shall mean all other developments/redevelopment that have not been accounted for.

*“Recyclable Materials”* shall mean any materials for which the City provides a recovery program as set out in the applicable by-laws.

*“Recycling Collection Program”* shall mean the services provided by the City or its agent(s) for the removal of recyclable materials from public or private property.

*“Regulation Container”* shall mean a garbage container or a recycling container or a yard

waste container or an organics container as defined in the applicable by-laws.

*“Residential Property”* shall mean either a household residence or multiple household residence.

*“Retirement Home”* shall mean a residential building in which the proprietor supplies for gain lodging with or without meals and does not include a hostel, hotel, motel, rooming house or any of the like.

*“Single Family Residential Development”* shall mean a development or redevelopment of detached, semidetached, rowhouse or townhouses facing a maintained roadway or laneway.

*“Single Point Collection”* shall mean mechanical collection of garbage and materials from a common collection location used by all occupants of a development.

*“Small Commercial Development”* shall mean developments or redevelopments for commercial use only whereby the development/redevelopment has been approved by the General Manager for the collection of garbage, recyclables and organic materials.

*“Small Residential Development”* shall mean developments and redevelopments of up to and including 7 units and include plexes, low rise buildings, infill or stacked townhouses.

*“Special Collection Services”* shall mean those services provided by the City for the collection of materials and other items which require special handling, including bulky items and white goods as set out in the applicable by-laws.

*“Stacked Townhouse”* shall mean one of a series of more than two attached buildings comprising duplexes or triplexes or both, and:

- (i) each building is divided vertically from one another by a party wall; and
- (ii) each building is located on a lot.

*“Townhouse/Rowhouse”* shall mean one of a series of more than two attached buildings:

- (i) each building comprising one dwelling unit;
- (ii) each building divided vertically from another by a party wall;
- (iii) each building located on a lot; and
- (iv) each building faces a maintained roadway or laneway or public park.

*“White Goods”* shall mean any major household appliance or metal object requiring special collection services, including those items set out in the applicable by-laws.

*“Yard waste”* shall mean compostable materials as set out in the applicable by-laws.

*“Yard Waste Collection Services”* shall mean those services provided by the City or its agent(s) for the removal of yard waste from public or private property as set out in the applicable by-laws.

## **PART II – GENERAL REQUIREMENTS**

### **A. GARBAGE COLLECTION SERVICE REQUIREMENTS**

Outlined below are the general requirements for City garbage collection. Specific requirements based on the different types of buildings are presented following this section. Please refer to the

applicable By-laws for specific requirements for collection.

## **GENERAL REQUIREMENTS**

- Collection services are provided for non-hazardous garbage and recyclables only. The City of Toronto does not collect any manufacturer's waste, hazardous waste, pathological waste, building materials or liquid waste. Refer to the applicable by-laws for further details.
- Items such as refrigerators and stoves are not part of normal residential collection services. Special pickups have to be arranged for these items with the City of Toronto. The City does not provide this service to commercial establishments.
- Frequency of service is dependent on the class of property and location within the City.
- Private access roads must be capable of holding heavy trucks without damage at all times of the year. The City is not responsible for any roadway damage caused by normal use.
- Property management is responsible for moving bins during collection if so required. The City will not be responsible for picking up bins which it cannot access from the collection vehicle.
- The City provides regularly scheduled collection services to eligible classes of property as defined in the applicable by-laws. Any additional service requirements must be arranged and provided for at the expense of the property owner.
- The City will collect garbage, recyclable materials, yard waste and organic materials only in accordance with the applicable by-laws.
- Yard waste collection service is subject to the approved garbage collection method and the applicable by-laws. The City does not provide this service to commercial establishments.
- The City will collect bulky items at approved collection points and in accordance with the applicable by-laws. The City does not provide this service to commercial establishments.
- The City reserves the right to refuse or discontinue collection services to those developments or redevelopments that do not adhere to the requirements contained in this document or the applicable by-laws.

## **B. RECYCLING COLLECTION SERVICE REQUIREMENTS**

The City of Toronto provides recycling collection to all locations receiving City garbage collection. All new developments or redevelopments must participate in the recycling program. The City reserves the right to discontinue all collection services to those locations not participating fully in the recycling program or those not adhering to the requirements contained in this document.

## GENERAL REQUIREMENTS

Recycling collection frequency is dependent on the collection method and type of development.

- The following is a list of materials currently collected in the City's recycling program. Please note, this list is subject to change at any time.

<b>RECYCLABLE MATERIALS COLLECTED BY THE CITY OF TORONTO</b>	
<b>Commingled Material</b>	<b>Fibre Material</b>
Glass bottles and jars Plastic bottles and jugs Plastic food jars, tubs and lids Metal food and beverage cans Aluminum foil containers Polycoat milk and juice cartons Aseptic drink boxes Empty paint cans and lids Empty aerosol cans	Newspapers and telephone books Corrugated cardboard Egg cartons, cardboard rolls and kraft paper bags Cardboard cans (e.g. refrigerated dough, frozen juices) Gift wrap and cards Boxboard boxes (e.g. cereal, tissues, detergent boxes) Household paper (e.g. junk mail, computer paper, writing paper) Magazines, catalogues and books <i>No waxed fibre will be collected</i>

- The City of Toronto provides information and communication materials to property owners regarding garbage and recycling requirements.
- Containers must be unlocked and placed out at the designated collection point by a time specified in the appropriate by-laws.
- A letter from the Owner or property management company (the City will supply a standard sample letter) describing the recycling program and a recycling information card, supplied by the City, must be distributed by the owner or property management company to all tenants prior to start-up of the program. In order to ensure program success, this information should be posted and/or re-distributed on a regular basis and provided to all new residents as they move in.
- A letter from the Owner or property management company (the City will supply a standard sample letter) describing the requirements for proper disposal of household hazardous waste (HHW) must be distributed by the owner or property management company. In order to ensure compliance with the applicable By-laws, this information should be posted and/or re-distributed on a regular basis and provided to all new residents as they move in.
- Signs directing residents to the recycling area must be posted within the building or throughout a townhouse complex.

- It is the ultimate responsibility of the Owner/Tenant/Property Manager/Superintendent to ensure that the containers are not contaminated with non-recyclable products and that the appropriate recyclable materials are in the proper containers. Containers that are contaminated will not be collected until they are cleaned out. Consistent contamination may result in the termination of all services.
- An application/agreement form must be completed by the Owner/Tenant/Property Manager or Superintendent prior to start-up. A copy of the application/agreement form is attached as Appendix C.

## **C. ORGANICS COLLECTION SERVICE REQUIREMENTS**

Organics collection is provided to single family households, small residential developments and eligible commercial establishments receiving City collection services. Outlined below are the general requirements for City organics collection.

### **GENERAL REQUIREMENTS**

- Organics collection frequency is dependent on the location of the development.
- The following is a list of materials currently collected in the City's organic collection program. Please note this list is subject to change at any time.

<b>ORGANIC MATERIALS COLLECTED BY THE CITY OF TORONTO</b>
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Fruits and vegetable scraps Pasta, bread and cereal Meat and fish products Dairy products, egg shells Coffee grounds and filters, tea bags Cake, cookies, candy Soiled paper fibre food packaging (ice cream boxes, sugar and flour bags) Houseplants including plant material and soil (no pots or baskets) Soiled paper towels, tissues Diapers, sanitary products Animal waste, bedding and kitty litter Any other item designated as organic waste by the General Manager
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- Containers must be unlocked and placed out at the designated collection point by a time specified in the appropriate by-laws.
- It is the ultimate responsibility of the Owner/Tenant/Property Manager/Superintendent to ensure that the containers are not contaminated with material other than organics. Containers that are contaminated will not be collected until they are cleaned out. Consistent contamination may result in the termination of all services.

## **D. STORAGE REQUIREMENTS**

Depending on the type of development and collection method, sufficient on-site storage must be provided. The following summarizes the required storage by collection method. Please refer to Part III – *Development and Redevelopment Collection Requirements* for detailed requirements based on a specific type of development and collection method.

### **(I) CURB SIDE DOOR TO DOOR GARBAGE/RECYCLING/ORGANICS COLLECTION**

The owner must provide a ventilated rodent proof internal space, external to the living or commercial area and on private property, of sufficient size to store separated garbage and materials generated between collections. A minimum of 1.2 cubic metres of space is required to store 1 recycling container, 1 organics collection container and one 125 litre regulation garbage container. Storage must be sufficient to store garbage and recyclable materials for a minimum of two weeks, organics for a minimum of one week and yard waste as required.

### **(II) BULK LIFT GARBAGE AND BULK LIFT/CART RECYCLING COLLECTION**

Garbage and recycling containers must be available to all residents daily.

Sufficient internal or external storage must be provided by the owner to accommodate bulky items and white goods generated by residents and tenants between scheduled collections.

## **E. DISCLOSURE REQUIREMENT**

As part of approval for collection service, the Developer, Property Manager or agent of the development must disclose in writing and as part of the negotiations for purchase, to a prospective buyer of a unit within the development, the type of garbage and recycling collection system and requirements of the prospective owner/tenant regarding storage and collection. A copy of the disclosure document must accompany the application/agreement for service and form part of the site plan agreement.

## **F. CRITERIA TO BE MET BEFORE MUNICIPAL COLLECTION SERVICES WILL COMMENCE**

The Developer will be responsible for garbage and recycling collection within the development or redevelopment until the following criteria, where applicable, has been met and the site has been approved by Solid Waste Management Services staff:

- The location is accessible and approved by the General Manager.

- All roads and access have been completed to at least base curb and base asphalt as per the approved plan with no obstructions related to construction and move-ins.
- Loading areas and storage areas are complete and constructed of 8” reinforced concrete.
- If the collection vehicle is required to drive onto or over a supported structure (such as an underground parking garage) the City must be provided with a letter certified by a qualified Engineer that the structure can safely support a fully loaded collection vehicle weighing 35,000 kilograms.
- Multiple household residence locations must have a minimum 75% occupancy per building or project.
- Curbs to at least base construction must be completed.
- Boulevards must be rough graded.
- Access and collection points must be free and clear of debris and construction waste.
- The application/agreement and disclosure forms has been received and approved by the City.
- Other criteria relating to access and safety issues may be reviewed, where applicable.

## **PART III - DEVELOPMENT AND REDEVELOPMENT COLLECTION REQUIREMENTS**

### **I. SINGLE FAMILY RESIDENTIAL DEVELOPMENT COLLECTION REQUIREMENTS**

Single family homes will be eligible for curb side door to door collection services and shall provide the appropriate enclosed and rodent proof storage facilities on private property. The location of the storage area(s) will be to the satisfaction of the General Manager.

Where a unit can only be serviced by a private street or mews, the following conditions will apply and must be met to be eligible for curbside door to door collection of both garbage and recyclable materials.

- The eligible property to be serviced must have an address on the private street or mews
- The collection vehicle must be able to enter and exit in a forward motion
- The private street or mews width must be a minimum of 8.0 metres
- Turning radii onto the laneway must be a minimum of 9.5 metres inside and 14 metres outside
- Overhead clearance throughout the private street or mews must be a minimum of 4.4 metres

Where a unit can only be serviced by a public laneway, the following conditions will apply and must be met to be eligible for curbside door to door collection of both garbage and recyclable materials.

- The eligible property to be serviced must have an address on the public laneway
- The collection vehicle must be able to enter and exit in a forward motion
- The laneway width must be a minimum of 3.5 metres in an existing laneway and a minimum of 6 metres in a new laneway
- Turning radii onto the laneway must be a minimum of 9.5 metres inside and 14 metres outside
- Overhead clearance throughout the laneway must be a minimum of 4.4 metres

## **II. SMALL RESIDENTIAL DEVELOPMENT COLLECTION REQUIREMENTS**

Will be reviewed on a case by case basis by Solid Waste Management Services.

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## **III. LARGE RESIDENTIAL DEVELOPMENT COLLECTION REQUIREMENTS**

### **GARBAGE COLLECTION**

- Garbage must be mechanically collected. Refer to Appendix “A” for requirements.

### **RECYCLING COLLECTION**

- Cart recycling or bulk lift recycling will be provided based on the number of units in the development. The General Manager will determine the approved method. Refer to Appendix “B” for requirements.
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## **IV. LIVE/WORK DEVELOPMENT COLLECTION REQUIREMENTS**

### **GARBAGE & RECYCLING COLLECTION**

- Refer to Residential Development Collection Requirements Part III Section I & II for waste generated from the “Live” area. Refer to the Commercial Development Collection Requirements Part VII for waste generated from the “Work”.
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## **V. RETIREMENT HOME COLLECTION REQUIREMENTS**

### **GARBAGE COLLECTION**

- Retirement Home developments and redevelopments must mechanically compact garbage into regulation steel garbage containers to be collected by front-end loading trucks. Refer to Appendix “A” for regulations.
- Biomedical waste must be stored and collected separately by a licensed biomedical

- Liquid waste is not accepted for collection.
- Grease must be stored and collected separately by a licensed handler.
- Refer to the applicable By-laws for additional restrictions.

#### **RECYCLING COLLECTION**

- Cart recycling or bulk lift recycling will be provided based on current operational practices and the number of units in the development. The General Manager will determine the approved method. Refer to Appendix “B” for requirements.

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## **VI. MIXED USE COLLECTION REQUIREMENTS**

### **GARBAGE & RECYCLING COLLECTION**

- Please refer to Residential and Commercial collection sections for requirements.

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## **VII. COMMERCIAL COLLECTION REQUIREMENTS**

Subject to the terms and conditions contained in this document, in Chapter 841 of the City of Toronto Municipal Code and any directives issued by City Council from time to time, the City may provide collection services to commercial properties that are:

*Not industrial properties, and; (1) which have a ground floor area not exceeding 500 square metres and with fewer than four above ground storeys; or, (2) are located in mixed residential/commercial properties or in plazas or malls where the residential area of the plaza or mall is at least one third of the total area, and with fewer than four above ground floors.*

Fees will be charged for garbage collection and enhanced organics collection services. Please contact a representative listed on page 1 of these requirements for further information.

Individual businesses must apply for this service and eligibility will be determined by the General Manager.

### **A. SMALL COMMERCIAL DEVELOPMENTS FACING A PUBLIC STREET**

- Eligible commercial developments, with appropriate storage and facing a public

- Garbage, recyclable materials and organics must be stored on private property between collections.
- The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements.
- Recyclables materials shall be set out as follows:
  - bottles and cans placed in a blue box or carts (depending on approved system)
  - paper placed in large clear plastic bags
  - cardboard bundled as per the applicable By-laws

***B. LARGE COMMERCIAL***

The City does not provide garbage or recycling collection services to large commercial developments or redevelopments. All garbage and recyclables must be collected privately. Garbage and materials are not to be placed on public property. Proper loading/storage facilities located on private property are required and must meet all applicable by-laws and legislation.

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**VIII. INDUSTRIAL**

The City does not provide garbage or recycling collection services to industrial developments or redevelopments. All garbage and recyclables must be collected privately. Garbage and materials are not to be placed on public property. Proper loading/storage facilities located on private property are required and must meet all applicable by-laws and legislation.

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**IX. OTHER DEVELOPMENTS**

Will be reviewed on a case by case basis by Solid Waste Management Services.

## **APPENDIX A**

### **BULK LIFT GARBAGE COLLECTION REQUIREMENTS**

The following are the requirements that apply to bulk lift garbage collection service. Note: Compacted Bulk Lift Collection Requirements apply to locations with a chute system and are mandatory for developments and redevelopments over 30 units. Uncompacted Bulk Lift Collection Requirements apply to locations that service locations such as stacked townhouses where the bulk lift bins may be placed at convenient locations throughout the development.

#### **(I) COMPACTED BULK LIFT COLLECTION REQUIREMENTS**

##### ***Garbage Room***

- A garbage room built according to all applicable building codes and large enough to store all garbage containers between collection days must be provided in each building. The room must be large enough to permit movement of the containers and to allow for washing of the entire area and containers. In addition, a minimum of 10 square metres must be provided for uncompacted garbage such as bulky items and white goods. Provide double door 2.2 metres wide or an overhead door leading to the loading facility from each storage room. Each container requires approximately 5 square metres of floor area.
- The garbage room must provide a minimum floor space of 15 square metres for the first 40 units (to accommodate bins and the compactor) plus an additional 5 square metres for each additional 40 units.
- All garbage containers must be stored inside until 7:00 a.m. on collection days and must be returned to the garbage room immediately following collection.

##### ***Compaction Unit***

- A stationary compaction unit must be installed in each building and secure at all times.
- Pressure should be set at 5500 kPa (800 lbs/square inch).
- If garbage compactor containers are to be rented from the City of Toronto, the compaction unit must be compatible with City containers. The charger door opening on City containers is 91.44 cm (36 inches) horizontally by 72.39 cm (28.5 inches) vertically. The bottom of the opening is 31.75 cm (12.5 inches) off the ground. Privately owned containers must not have a capacity of more than 3.06 cubic metres (4 cubic yards).

## ***Loading Area***

- The loading area must be level (+/- 2%), constructed of 8 inch reinforced concrete
- Minimum dimensions required:

<b>Indoor/Outdoor G-Type Loading Pad</b>	<b>Vertical Loading Clearance</b>	<b>6.1m<sup>(1)(2)</sup></b>
	<b>Width</b>	<b>4.0m</b>
	<b>Length</b>	<b>13.0m</b> (varies with # of bins. Add 2.5m for each additional bin >1)
	<b>Grade</b>	<b>+/-2%</b>
<b>O/H Doors</b>	<b>Opening Width</b>	<b>4m<sup>(3)</sup></b>
	<b>Opening Height</b>	<b>4.4m<sup>(4)</sup></b>

All dimensions are minimum and unencumbered (i.e. sprinkler system, meters, surveillance cameras, mirrors, etc.)

Notes:

<sup>(1)</sup> Development will be restricted to using only 3 cubic yard containers. Loading Pad length must be sufficient to accommodate all bins without the driver leaving the collection vehicle. Containers larger than 3 cubic yards will not be collected with this height restriction – staging area in this situation must be outdoors.

<sup>(2)</sup> Vertical Clearance throughout G type loading pad and staging area as per floor area.

<sup>(3)</sup> Provided appropriate turning radius is provided for access to indoor G-Type loading pad

<sup>(4)</sup> May vary subject to ingress/egress gradient

- The enclosed area shall be adequately ventilated. Fresh air intakes shall not be located in or near any loading area.
- The loading area shall include the length of the truck plus the length of the loading area determined by the number of bins.
- The loading area must be no higher than 0.6 metres above driveway levels.
- Provide a level (+- 2%) concrete pad bordering the front of the loading area where all containers can be placed and manoeuvred for safe and efficient collection (flat on holding area).
- A mechanism to prevent the containers from rolling off the pad may be required at the discretion of the General Manager.
- Loading areas must be kept clean by owners at all times (including snow and ice). Garbage not in regulation containers must not be stored in the loading area.

- The City does not require the driver to leave the collection vehicle.
- The collection staging area should not require the jockeying of bins by the driver. If jockeying of bins is necessary, a custodial staff person must be on site.

**Access**

- The access route and loading platform must be designed in such a way as to allow a collection vehicle to enter the site, collect the garbage and exit without the need to backup onto a public road. A turnaround area allowing for a three point turn of not more than one truck length or a drive through access route are acceptable options for accommodating this requirement. The approximate dimensions of the collection vehicle which must be accommodated are presented in the table below.
- Provide adequate ingress/egress routes to the loading area of a minimum 4.5 metres wide and with a vertical clearance of 4.4 metres. Turning radii of 9.5 metres inside and 14 metres outside should be available through out. The slope of the access route shall not exceed +/- 8% and provide adequate vertical clearance throughout.

<b>TYPICAL FRONT END GARBAGE COLLECTION VEHICLE DIMENSIONS*</b>	
Wheelbase	5.49 m
Overall Length	12 m
Width	2.4 m
Height	4.1 m
Inside Turning Radius	9.5 m
Outside Turning Radius	14 m

\* These are approximate dimensions. Actuals may vary.

- The site plan must include a diagram illustrating the anticipated movement of the collection vehicle through the building site indicating turning radii.
- Access driveways must be a minimum of 6 metres wide at the point of ingress/egress to the site and a minimum of 4.5 metres throughout the site. Consideration should be made regarding width requirements for right or left hand turns that may be required on private property.
- If the collection vehicle is required to drive onto or over a supported structure (such as an underground parking garage) the City must be provided with a letter certified by a professional engineer that the structure can safely support a fully loaded collection vehicle (35,000 kilograms) and conforms to the following:

- (a) Design Code - Ontario Building Code
- (b) Design Load - City bulk lift vehicle in addition Building Code requirements
- (c) Impact Factor - 5% for maximum vehicular speeds to 15 km/h and 30% for higher speeds

- It is the responsibility of the Developer and subsequent Property Owner to ensure that the access route is free of obstructions and protrusions, including, but not limited to, sightline obstructions, overhanging structures and speed bumps at all times. The City is not responsible for collecting garbage in the event that the access route is obstructed.

### ***Application for Service***

- Each new development or redevelopment requesting bulk lift service must apply for this service with the City of Toronto before collection commences. A copy of the application/agreement form must be completed after 75% occupancy achieved. A copy of this form can be found in Appendix “C”.
- If the collection vehicle is required to drive onto or over a supported structure (such as an underground parking garage) the City must be provided with a letter certified by a qualified Engineer that the structure can safely support a fully loaded collection vehicle weighing 35,000 kilograms.
- Each site will be inspected prior to approval to ensure that the development has complied with all requirements for garbage and recycling collection.

## **(II) UNCOMPACTED BULK LIFT COLLECTION SYSTEM**

### **Garbage Room/Enclosure**

- Regulation containers of 3, 4 or 6 cubic yards must be used. Garbage does not have to be compacted.
- The bulk containers must be stored in an enclosed structure minimum 4 metres wide by 3 metres deep, equipped with a concrete floor, doors at least 1.83 metres wide with a securable double swinging gate and walls high enough to conceal the container(s). In addition, a minimum of 10 square metres must be provided for bulky items and white goods.
- Enclosure doors must be opened and secured on collection day and bins must be accessible to the vehicle. The driver is not permitted to exit the vehicle to facilitate collection.
- The storage enclosure must be kept clean and free of debris at all times.

### ***Loading Area***

Please refer to Appendix A Section (I) "Compacted Bulk Lift Collection System" for loading area requirements.

***Access***

Please refer to Appendix A Section (I) "Compacted Bulk Lift Collection System" for access requirements.

***Application for Service***

Please refer to Appendix A Section (I) "Compacted Bulk Lift Collection System" for application for service requirements.

## APPENDIX “B”

### MULTIPLE HOUSEHOLD RESIDENTIAL RECYCLING - SPECIFIC REQUIREMENTS

The City of Toronto offers two systems for collecting recyclable materials, in addition to curb side door to door: bulk lift recycling collection and cart recycling collection. The type of collection approved is dependent on current operational practices and will be determined by the General Manager.

#### RECYCLING PROGRAM REQUIREMENTS

It is the responsibility of the Developer and Property Manager to ensure that the recycling program be AS CONVENIENT to each resident in the development as the garbage collection program.

##### *Waste Diversion Methods:*

It is the responsibility of the Developer and Property Manager to provide and maintain a waste diversion system using one of the following methods for multiple household residential buildings:

- i) No chute provided that there is a central solid waste collection and waste diversion facility on the ground floor and subject to the approval by the General Manager;**
- ii) Single chute with a tri-sorter;**
- iii) Two separate chutes with the capability of adding a dual sorter if and when the organic waste collection (green bin) program is implemented;**
- iv) Three separate chutes with one closed off until organic waste collection program is implemented; or**
- v) Collection capabilities on each floor provided all applicable regulations governing storage of waste and recyclables and the design of such storage are met.**

Note that all applicable building and fire codes and all other applicable legislation must be adhered to with regards to the residential drop off point.

It is the responsibility of the Developer/ Property Manager to transport uncontaminated recyclable materials and place in the appropriate bins in a central location for collection.

#### COLLECTION REQUIREMENTS

The following summarizes the current collection systems for recyclable materials. Collection type will depend on the location and attributes of the development or redevelopment. Please contact the representative listed in these requirements for specific details.

## **(I) BULK LIFT RECYCLING COLLECTION**

Bulk lift recycling collection consists of specially designated bulk bins, to a maximum of 4.5 cubic meters, to accept recyclables and is typically established at buildings receiving bulk lift garbage collection and/or buildings with greater than 100 units, unless otherwise determined by the General Manager.

### ***Recycling Containers***

- Recycling containers compatible to City collection vehicles are required
- The containers must be modified in the following manner:
  - Two lengths of chain must be installed on the bulk container to allow for locking the top down.

### ***Storage***

- Recycling bins must be stored inside.
- A recycling room, separated from the garbage room, must be established if the garbage room is accessible to the public. The room must conform to the same building codes as apply to a garbage room except that recycling must not be compacted.
- The recycling room must be large enough to contain all recycling bins to be used. The room must be large enough to permit easy movement of the bins and provide additional space for future program expansion.
- The recycling room must provide a minimum floor space of 10 square metres for the first 40 units plus an additional 5 square metres for each additional 40 units.
- The recycling room must be kept clean and free of debris at all times.
- The recycling room must be designed in such a way that recycling bins can be placed out for collection on the loading dock. Doors must be a minimum of 1.83 metres wide to allow movement of the bins from the recycling room to the loading facility.

### ***Loading Facilities***

- Loading facilities are subject to the same conditions as for garbage collection.

#### *Access*

- Access requirements are subject to the same conditions as for garbage collection.

## **(II) CART RECYCLING COLLECTION**

Cart recycling collection is typically established at buildings with less than 30 units and/or townhouse complexes, unless otherwise approved by the General Manager. The cart recycling collection system uses 90 or 95 gallon containers compatible with City vehicles for the collection of recyclable materials.

#### *Recycling Containers*

- Recycling carts must be compatible with City collection equipment.

#### *Storage*

- The recycling carts must be stored inside.
- A recycling room, separated from the garbage room, must be established if the garbage room is accessible to the public. The room must conform to the same building and fire codes and all other applicable legislation as apply to a garbage room except that recycling must not be compacted.
- The recycling room must be large enough to contain all recycling carts to be used and allow for easy movement of the carts and provide additional space for future program expansion.
- The recycling room must provide a minimum floor space of 5 square metres for the first 20 units plus an additional 3 square metres for each additional 20 units.
- The recycling room must be kept clean and free of debris at all times.

#### *Access*

Access is the same as shown in bulk lift garbage collection with the following exception:

- Where carts will be side loaded, provide adequate ingress/egress routes to the loading area of a minimum of 6 metres wide and with a vertical clearance of 4.4 metres. Turning radii of 9.5 metres inside and 14 metres outside should be available through out.

#### *Loading Facilities*

- Loading facilities will be the same as bulk lift garbage collection, however, the loading facility must be at ground level with no obstructions.

### *Application for Service*

- Each new development or redevelopment requesting recycling service must apply for this service with the City of Toronto before collection commences. A copy of the application/agreement form must be completed after 75% occupancy achieved. A copy of this form can be found in Appendix “C”.
- If the collection vehicle is required to drive onto or over a supported structure (such as an underground parking garage) the City must be provided with a letter certified by a qualified Engineer that the structure can safely support a fully loaded collection vehicle weighing 35,000 kilograms.
- Each site will be inspected prior to approval to ensure that the development has complied with all requirements for garbage and recycling collection.

**APPENDIX “C”**

**APPLICATION/AGREEMENT FORM**

Richard Butts, Deputy City Manager

Solid Waste Management Services  
25<sup>th</sup> Floor, East Tower  
City Hall, 100 Queen St. W.  
Toronto ON M5H 2N2

Reply:  
Tel:  
Fax:

**APPLICATION/AGREEMENT FOR GARBAGE,  
RECYCLING AND ORGANICS COLLECTION**

The Applicant:

\_\_\_\_\_  
(Full Legal Name of Property Owner)

is/are the Owner(s) (the "Owner") of the property and building located at

\_\_\_\_\_  
(Address of Property and Collection Location)

(collectively the "Property") containing \_\_\_\_\_ units and following number of containers.

**RECYCLING CONTAINERS**

Size	95-gal cart	3 cu yd bin	4 cu yd bin	6 cu yd bin	Other ( <i>specify size/type</i> )
Amount					

**GARBAGE CONTAINERS**

Size	95-gal cart	2 cu yd bin	3 cu yd bin	4 cu yd bin	6 cu yd bin	Other ( <i>specify size/type</i> )
Amount						

**ORGANIC CONTAINERS**

Size	35-gal cart	2 cu yd bin	3 cu yd bin	Other ( <i>specify size/type</i> )
Amount				

The Owner, hereby requests and makes application, either directly or by its Property Manager or Agent, who has the authority to bind the Owner, to the City of Toronto (the "City") for the collection of garbage, recycling and organics from the above location and agrees as follows:

In return for the provision of garbage, recycling and organic collection service from the City, the Owner acknowledges and agrees that the following terms and conditions shall apply:

- The City shall collect garbage no more than twice per week, on such days as the City designates.
- The City shall collect recyclable materials no more than twice per week, on such days as the City designates.
- The City shall collect organics no more than once per week, on such days as the City designates.
- Garbage, recycling and organics shall be separated and set out in compliance with the City's garbage, recycling and organics by-laws (Municipal Code, Chapter 841 and 844) and shall be placed in containers approved by the City.
- Fees set out in the fees by-law (Municipal Code, Chapter 441) are applicable to the City's collection service.
- Prohibited Waste (described in Schedule C of the above mentioned by-laws) shall not be included in the garbage, recycling and organics which is to be collected by the City.

- All household garbage, recycling and organics must be placed into the appropriate container(s), not on the ground beside the container(s). Garbage Tags may be used for the occasional circumstance where excess garbage is generated.
- Building and renovation materials shall not be included in the garbage, recycling and organics which is to be collected by the City.
- The Owner(s) shall be solely responsible for maintaining privately-owned containers in good order and for their replacement.
- The Owner shall provide appropriate and physically adequate container(s) for collection of materials. The suitability of the container(s) will be determined by a City Solid Waste Management representative.
- The Owner shall notify the City's Solid Waste Management of any changes to its contact information.

Garbage, recycling and organics containers shall:

- Be monitored by the Owner or his/her designate daily to prevent overflow problems.
- Be unlocked, free of contaminating items and placed at collection point on collection days by 7:00 a.m. for daytime collection schedules and by 11 p.m. for night time collection schedules.
- Be stored in an area that is accessible and convenient for the residents to use. Due to access limitations, the storage location may differ from the collection location. Both storage and collection locations must be approved by a City Solid Waste Management representative.

The Owner agrees to provide the City, its personnel or agents and collection vehicles such reasonable access to the Property as may be necessary for the collection of the garbage, recycling and organics as provided herein.

The Owner further acknowledges and agrees that for the purposes of accessing the Property, the City, its personnel or agents and the collection vehicles may use the driveway, ramp, loading and parking areas for the purposes of the garbage, recycling and organics collection and hereby waives any claims for damages that may arise including, without limitation, damage to any structures that may be located under such areas or any related loss (including economic loss), as a result of such usage, save and except any such claims or damages directly attributable to the gross negligence of the City or those for whom it is at law responsible. The waiver of claims by the Owner shall survive the termination of this agreement.

The Owner further acknowledges and agrees that the City or those for whom it is at law responsible are not responsible for any damage to privately-owned garbage, recycling and organics containers due to normal usage and wear and tear. It is the responsibility of the Owner to replace damaged privately-owned containers at its expense. The City will not collect garbage, recyclable materials and organics from damaged containers.

The Owner agrees to the terms and conditions of garbage, recycling and organics collection as provided in this Agreement and further agrees that the City's Solid Waste Management Services reserves the right to change the collection terms, conditions and requirements at any time on reasonable notice. Any deviation from the City's requirements by the development or building management may result in the termination of all solid waste management services.

The Owner agrees that failure to comply with any of the above noted requirements and conditions may, at the City's option; result in the immediate termination of garbage, recycling and organics collection.

The Owner agrees that it shall provide a copy of the description and disclosure of the garbage, recycling and organics collection system, attached to this application, to all current unit owners and prospective purchasers of units.

Full Legal Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_  
(*please print*)

I/we have authority to bind the Owner.

Dated: \_\_\_\_\_

Full Legal Name of Property Manager/Owner's Agent: \_\_\_\_\_  
(If signed by Property Manager/Owner's agent)

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Signature \_\_\_\_\_

Title: \_\_\_\_\_  
(*please print*)

I/we have authority to bind the Owner.

Dated: \_\_\_\_\_

On Site Contact (if different from above): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

**Please mail or fax completed form to:**