

Proposed Solid Waste Management Services Requirements for New Developments and Redevelopments

(City Council on August 1, 2, 3 and 4, 2000, adopted this Clause, without amendment.)

The Works Committee recommends the adoption of the following report (June 28, 2000) from the Commissioner of Works and Emergency Services, subject to:

- (1) adding to the end of Recommendation No. (2) the words “including Urban Development Services staff in each of the Community Council areas” so that such Recommendation reads as follows:**
 - “(2) staff be authorized to make this document available to all parties involved in new developments and redevelopments and impose the requirements contained within, including Urban Development Services staff in each of the Community Council areas”; and**
- (2) adding thereto the following recommendation:**
 - “(4) the Commissioner of Works and Emergency Services be requested to provide an information session for Urban Development Services staff involved in the processing of applications for new developments and redevelopments to familiarize them with the new requirements.”:**

Purpose:

To summarize and address the comments received from stakeholders and present the proposed City of Toronto Requirements for Garbage and Recycling Collection from New Developments and Redevelopments for approval.

Financial Implications and Impact Statement:

There are no financial implications as a result of this report.

Recommendations:

It is recommended that:

- (1) based on comments received during the stakeholder consultation process, the attached document entitled “City of Toronto Requirements for Garbage and Recycling Collection from New Developments and Redevelopments” be approved;**
- (2) staff be authorized to make this document available to all parties involved in new developments and redevelopments and impose the requirements contained within; and**

- (3) the Commissioner of Works and Emergency Services be authorized to make amendments to the access requirements contained in the “City of Toronto Requirements for Garbage and Recycling Collection from New Developments and Redevelopments” from time to time as a result of changes to collection operations.

Background:

Currently, each Community Council Area has set different standards regarding development criteria for solid waste collection. Development criteria includes, but is not limited to, roadway width requirements for solid waste collection vehicles, overhead allowances, loading facilities, collection points, storage space, etc. The collection system and criteria imposed on a new development or redevelopment is dependent on the actual type of proposal submitted by the developer or architect. A harmonized set of procedures is required to ensure that all new developments and redevelopments are subject to the same requirements and, as such, residents will be provided with the same level of service city-wide.

In order to qualify for City of Toronto garbage and recycling service, new developments and redevelopments will be required to adhere to the requirements outlined in the attached document (Attachment 1) entitled “City of Toronto Requirements for Garbage and Recycling Collection from New Developments and Redevelopments” (referred to as the development requirements). These development requirements are being proposed by Solid Waste Management Services for approval to ensure that any operational limitations have been publicized and proper planning procedures are initiated to avoid problems associated with solid waste collection following building construction. Non-conformance to these requirements may result in the City being unable to provide collection services due to access and health and safety issues.

In a report to each Community Council from the General Manager, Solid Waste Management Services, dated March 9, 2000, staff provided a copy of the proposed requirements for new developments and redevelopments and outlined the changes that may affect stakeholders in each Community Council Area (CCA). For the convenience of members of the Works Committee and Council, a copy of the report has been provided as Attachment 3. Community Councils have provided their comments directly to the Works Committee as part of this agenda or, alternatively, requested staff to report on their comments as part of this report.

In addition to the consultation with each Community Council, newspaper advertisements were placed in each community newspaper(s) in the City outlining the proposed development requirements. A 24-hour response telephone line, in addition to an e-mail address, was provided to allow stakeholders the opportunity to provide their comments and concerns. Community Councils also held public consultation sessions at their May meetings. Two public meetings at separate venues were also scheduled at the request of the Scarborough and Toronto Community Councils. A summary of the comments received has been provided in Part C of the Comments section.

Upon approval by Council, the document will be provided to developers, architects, property managers and others involved in the planning of developments for their use during the design process. In turn, staff will follow these development requirements when reviewing and approving the solid waste collection component of the development review process.

It is important to note that, unless being redeveloped or requesting a change in collection method or collection point, all existing locations will not be affected by these new development requirements.

Staff were requested by Community Councils to report on the following items when the matter of the City of Toronto Requirements for Garbage and Recycling Collection from New Developments and Redevelopments is considered by the Works Committee:

- (1) on the possibility of mandatory refrigerated wet waste storage areas (as requested by Toronto Community Council); and
- (2) on a possible requirement for composting, organics separation for new buildings or redevelopment of old buildings (as requested by Toronto Community Council).

Staff have provided the requested information in Part A of the Comments section.

In addition, the following recommendations from the Community Councils respecting the City of Toronto Requirements for Garbage and Recycling Collection from Developments and Redevelopments have been included as part of this meeting's agenda for the consideration of Works Committee:

- (1) that all new single family homes, townhouses, semi-detached homes and multi-residential developments, other than apartment buildings, that are on public or private roads and laneways be designed to facilitate curbside collection in order to eliminate central point collection (as requested by North York Community Council);
- (2) all references to the use of bags to collect paper as referred to in the document headed, "Requirements for City of Toronto Garbage and Recycling Collection at New Developments and Redevelopments" be deleted and that grey and green recycling boxes continue to be used for the collection of newspapers, telephone directories, magazines and catalogues (as requested by North York Community Council); and
- (3) the Toronto Community Council recommends that the requirements be amended so public laneway collection would be permitted and encouraged if these new developments are on main commercial streets.

Discussion of each recommendation has been provided in Part B of the Comments section.

Comments:

A. Requests for Further Information:

- (1) Mandatory Refrigerated Storage:

Staff contacted a number of architects and developers regarding the feasibility of this requirement. A number of issues were raised in each response that included: (a) the expenses related to installation and maintenance which would ultimately be passed directly on to residents through rent or maintenance fees; (b) the potential noise problems associated with the compressor and ventilation system; (c) the space requirements of a system at a time when many

developers are finding it increasingly difficult to accommodate current requirements within limited spaces; and (d) the actual participation level of residents in separate food waste collection programs.

Due to the factors listed above, in addition to the new requirement that recycling be as convenient as garbage disposal at all new developments, staff are recommending that the City continue to encourage increased recycling efforts through mandatory recycling and promotional initiatives. When recyclable contamination rates decrease and capture/participation rates increase significantly across the City, it is recommended that the feasibility of mandatory refrigerated storage for source separated food waste be reviewed at that time.

Should Council wish to include a mandatory refrigerated wet waste storage area, it would be prudent to consult with all stakeholders, including residents, prior to implementing such a requirement. The development requirements could then be modified should the consultation results warrant it.

(2) **Composting and Organics Collection:**

The results of a 1997 pilot project entitled “Enhanced Diversion from Apartment Buildings” indicate that food waste recycling is not well received in apartment buildings even with intensive community outreach. Approximately 20 kilograms of food waste was diverted weekly from the 256-unit study building. Assuming no decrease in the participation level, the average diversion of food waste per unit was approximately 4 kilograms per year. This diversion rate is insignificant when compared to the actual generation rate of food waste of approximately 240 kilograms per unit per year.

Residents stated during the study period that, among other reasons, vermin, odours, inconvenience and repulsion towards food waste were factors in their decision to not participate in the pilot program.

Based on the very low diversion rates and the current attitude regarding the source separation of food waste, staff are concerned that the separation of organics will prove to be unsuccessful until we are able to achieve higher participation/capture rates of uncontaminated recyclables and significantly increase public awareness relating to the importance of source-separated food waste.

B. **Community Council Recommendations:**

(1) **Requirements for Door-to-Door Collection:**

The development requirements allow for curbside collection if an infill development is approved and constructed with a public roadway(s) facing the front of each unit and sufficient storage is provided at each unit. In addition, the proposed requirements set out by Urban Planning and Development (UPD) Services in the draft document entitled “Design Guidelines and Development Standards for Infill Housing” recommends that freehold housing be developed on existing public streets where possible, or alternatively, on newly created public streets that are not deadended. UPD Services will also be examining opportunities for reduced width public roads for infill townhouse developments. Solid Waste Management (SWM) Services staff cannot determine, at this time, if these reduced widths will accommodate our collection vehicles

safely. A full summary of the impacts of the draft Design Guidelines and Development Standards for Infill Housing developed by UPD Services has been provided to the North York Community Council.

As such, it is anticipated that when an infill development follows both the criteria of UPD Services and SWM Services, curbside collection from a public roadway will be provided.

However, should the developer choose to construct private laneways or roadways to service units in an infill development, the collection of garbage and recyclables will be from a designated central collection point only. The rationale for eliminating private laneway collection has been provided in Appendix "B", as part of the report to each Community Council and can be briefly summarized as follows:

- no by-law enforcement capabilities on private property;
- roads are not constructed to City standards;
- collection is compromised due to parked cars, snow and other obstructions; and
- resident safety is an issue due to turning radii, lack of sidewalks, etc.

Currently, the majority of infill townhouse developments in the City receive collection of garbage and recyclables from a central collection point. Only a very small percentage have been approved in the past for door-to-door solid waste collection on private roadways. As such, staff are recommending that the development requirements state that collection will only occur from a central collection point at infill developments that have private roadways throughout the complex(es).

In an effort to ensure that residents are aware of the solid waste collection system at a new development or redevelopment prior to purchasing a new home, staff have included a requirement of a disclosure document in the development requirements. This requirement will ensure that a developer or agent provides prospective buyers with a detailed summary of the solid waste collection system. Therefore, residents will be aware of the method of collection and distances to collection/storage points prior to their purchase.

(2) Grey/Green Box Set-Out Requirements:

Currently, all CCAs, with the exception of the North York and East York CCAs, require that newspapers, magazines and catalogues be bagged and placed beside or on top of other loose paper in the grey/green box due to health and safety issues and litter concerns. Loose paper tends to create serious litter problems on windy days. Heavier boxes, due to overloading or storage in wet weather conditions have created a cause for concern with regard to back injuries for collection workers due to the deeper bend required to lift recycling boxes in comparison to garbage cans. An ergonomics study was undertaken in the former City of Toronto when the grey box was first introduced and, based on recent correspondence from the City's ergonomist, it is recommended that the set out requirements in the proposed by-law be approved. Approval of all loose paper products in the grey/green box will compromise the City's efforts to maintain a safe working environment and a clean City.

(3) Public Laneway Collection:

Currently, developers are encouraged to ensure that, with the exception of automated collection systems (i.e., bulk lift), the collection of garbage and recyclables from all new developments be facilitated from a public street. The reasons for this policy include:

- turning radii in lanes is limited, especially in winter;
- parked cars can result in missed collections;
- public street collection can be carried out on an uninterrupted basis, with no significant obstructions;
- noise complaints from neighbouring residents;
- potential increase in rodents on laneways due to lower frequency of maintenance; and
- health and safety concerns including snow and ice, physical assaults on staff and inadequate lighting.

Previous practice has shown that when collection is carried out in public lanes, garbage is inadequately packaged and there is a tendency for both residents and businesses to use the lane as a storage facility. These practices ultimately encourage illegal dumping.

Locations that have experienced any of the above-noted problems associated with public laneway collection have been encouraged to place their garbage and recyclables at a designated set out point at the public street allowance and, as such, have steadily eliminated these problems.

Based on the above rationale, staff are recommending that SWM Services continue to encourage collection (with the exception of automated/bulk) from all public streets.

C. Results of Stakeholder Consultation:

In addition to each Community Council reviewing and commenting on the proposed development requirements, stakeholders were given the opportunity to provide feedback. Approximately 200 property managers and 1,800 developers and architects were provided, through the mail or via facsimile, with information on the proposed development requirements and an invitation to attend their local public meeting (either at a scheduled Community Council meeting or at one of two general meetings). In addition to providing feedback at a public forum, all stakeholders were given the opportunity to provide feedback through a 24-hour comment line, Canada Post and via e-mail.

Attachment 2 summarizes comments received from stakeholders through one of the above means.

D. Requirements for Amendments:

Operational changes such as vehicle type or size may dictate a future need(s) to modify the requirements related to access. This may include roadway width, height restrictions, loading area requirements, etc. These changes do not relate directly to customer service levels such as method and frequency of collection. Therefore, in an attempt to avoid the need to provide

Council with requests to make minor modifications to the development requirements due to operational restrictions, it is proposed that the Commissioner have the authority to make these types of modifications as the situation dictates.

If, however, staff are recommending changes to customer service levels, the Commissioner will present such recommendations in a report to the Works Committee.

Conclusions:

Based on comments received from all stakeholders during the consultation process, staff are confident that the development requirements, as amended, provide for a fair and reasonable set of rules for all new developments and redevelopments within the City of Toronto to comply with in order to be eligible for municipal garbage and recycling collection services.

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Attachments:

- (1) Requirements for City of Toronto Garbage and Recycling Collection at New Developments and Redevelopments.
- (2) Comments Received from Stakeholders.
- (3) Report to each Community Council entitled "Proposed Solid Waste Management Services Requirements for Developments and Redevelopments" (March 9, 2000).

Attachment 2

Comments Received from Stakeholders (not including Community Councils)

Comment	Number of Similar Responses	Solid Waste Management Services Recommendation
Some developments will be designed so that a collection vehicle will be required to back up onto a public street.	2	The development requirements discourage backing onto public streets. Approval to design a development where backing up onto a public street will be required will be at the discretion of the Commissioner.

Comment	Number of Similar Responses	Solid Waste Management Services Recommendation
Height requirement of 7.4 metres at a loading area for bulk lift containers is excessive as it will impact the building.	1	Height requirement of 7.4 metres is required to ensure that larger bins can be accommodated safely and also provides additional space in the event of problems during collection (i.e., lid stuck open).
Bins must, at times, be jockeyed to facilitate collection.	1	The collection driver will not leave the vehicle to move bins, however, if bins are required to be manoeuvred, it will be the responsibility of property management to ensure that the bins can be accessed.
Container dimensions should be included.	1	Have been included.
AutoCAD drawings that can be downloaded from the City's website would be useful.	1	Staff will investigate.
City should recognize AutoTURN software and identify vehicles so as to avoid disputes between architects/ developers and City staff regarding access requirements.	1	Staff will investigate.
What is the definition of a new development or redevelopment?	1	A new development is defined as one that will be constructed from "scratch". A redevelopment is defined as locations: (a) which have made an application under the applicable codes and regulations, (b) which have made a request for a change in the approved collection point or method of collection, (c) where an existing building is being expanded by one third it's original size, or (d) where an existing building is being redeveloped for a different use.
Why doesn't the City investigate the use of smaller vehicles to avoid using space designated for landscaping etc.	3	Smaller capacity vehicles will increase fleet requirements and decrease productivity, increase costs (more vehicles, greater number of trips to the transfer station).

Comment	Number of Similar Responses	Solid Waste Management Services Recommendation
Does the requirement apply to the whole City?	1	Yes
Preliminary review by the City should be done prior to completing the initial design.	1	The development guidelines should assist developers and architects with sufficient information to begin planning. Further information/assistance is available from the City.
Problem with current recyclable collection system.	1	Staff will review options with residents.
Units within some developments have different collection days.	1	Staff will review the existing routing.
How do you regard a Live/Work situation?	1	Usually regarded as Live.

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

JUNE 28, 2000

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If you have any questions regarding these requirements please contact your representative at the City of Toronto:

District 1 (Toronto, East York and York Community Council Areas)	392-7724
District 2 (Etobicoke Community Council Area)	338-0955
District 3 (North York Community Council Area)	395-0323
District 4 (Scarborough Community Council Area)	396-5016

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

PART I– INTRODUCTION

A. GENERAL INFORMATION:

- (1) The Department reviews all development and redevelopment applications, rezoning applications and condominium applications along with some developments going to the Ontario Municipal Board and Committee of Adjustments. Developments that don't go through the processes above, including proposals to change collection points, method of collection or 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 the Department.

- (2) In order to qualify for City of Toronto garbage/recycling collection services, new developments or redevelopments (buildings) 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 Urban Planning and Development Services).
- (3) Developments and redevelopments 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 Department, 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 site plans. To ensure that the City of Toronto Works and Emergency Services Department has the opportunity to review site plans as they pertain to garbage/recycling collection, applicants must include details on:
 - access routes;
 - loading facilities;
 - garbage rooms/storage facilities;
 - recycling rooms/storage facilities;
 - size and number of garbage containers to be used; and
 - number of dwelling units in the development/total ground floor area/number of stories.
- (6) This document is a guideline only. The Department will review each development or redevelopment individually and ultimately reserves the right to designate the type of collection, access and storage required.
- (7) Failure to comply with these guidelines and any additional requirements imposed by the Commissioner 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 agents 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 The 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:

City of Toronto By-law Number *****, 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; and
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.

“Collection Point” shall mean a location designated by the Commissioner for collection of Garbage and Materials.

“Commercial” shall mean a property used for retail establishments, service establishments, commercial recreational purposes, entertainment purposes or offices and includes non-residential property and non-institutional property

“Commissioner” shall mean the Commissioner of the Works and Emergency Services Department or his/her designate.

“Department” shall mean the Works and Emergency Services Department.

“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 roadway without obstructing the roadway or sidewalk and not extending beyond the frontage of the property.

“ Dwelling Unit” shall mean a living accommodation comprising a single housekeeping unit, designed or intended for use by one person or by persons living together as a family, and consisting of a room or suite of 2 or more rooms in which both culinary and sanitary facilities are provided for the exclusive use of this 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; and
- (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.

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

“*Institutional Property*” shall mean schools, hospitals, libraries, places of worship, City-owned properties and facilities which provide community support services.

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

“*Industrial*” shall mean developments or redevelopments for industrial uses.

“*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 29 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.

“*Materials*” shall mean non-contaminated waste items which are compostable, recyclable or reusable.

“*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 or more dwelling units.

“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 those 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 yardwaste container as defined in the applicable By-laws.

“Residential Development” shall mean developments and redevelopments of no less than eight units and no more than 29 units and include apartment style buildings, infill townhouses and rowhouses.

“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 public city owned and maintained street or laneway.

“Single Point Collection” shall mean 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 Commissioner for the collection of garbage and/recyclables

“Small Residential Development” shall mean developments and redevelopments of up to and including seven units and include plexes, low rise building, 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.

“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 public street.

“*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.

“*Yardwaste*” 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.

PART II – GENERAL REQUIREMENTS

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.

A. GENERAL REQUIREMENTS:

- Garbage collection services are provided for non-hazardous municipal type waste only. The City of Toronto does not collect any manufacturers 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 institutional or commercial establishments.
- Frequency of service is dependent on the class of property and location within the City. Please refer to the applicable By-laws for specific requirements.
- 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 and recyclable materials only in accordance with the applicable By-laws.
- Yardwaste collection service is subject to the approved garbage collection method and the applicable By-laws.
- The City will collect bulky items at approved collection points and in accordance with the applicable By-laws.
- 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.

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.

B. GENERAL REQUIREMENTS:

- Curbside door to door recycling collection, utilizing blue boxes and grey boxes takes place once every other week or alternating weekly, depending on location. Please refer to the appropriate By-laws for cart and bulk lift recycling collection frequency.
- 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.

Recyclable Materials Collected by the City of Toronto	
Commingled Material	Fibre Material
Glass Bottles and Jars Plastic Bottles and Jugs (with the #1 or #2 symbol) Metal Food and Beverage Cans Aluminum Foil Containers	Newspapers and Telephone Books Corrugated Cardboard Egg Cartons, Cardboard Rolls and Kraft Paper Bags 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 No Waxed Fibre will be collected

- A minimum of two regulation containers (one for each recycling stream) are required. Signage indicating which recyclable materials are to go into each container must be attached to the side of the containers. Signage is provided by the City of Toronto.
- Containers must be unlocked and placed out at the designated collection point by 7:00 a.m. on the collection day.
- 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 agreement form must be completed by the owner/tenant/property manager or superintendent prior to start-up. A copy of the agreement forms are attached.

C. 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) Curbside Door to Door Garbage/Recycling Collection:

The owner must provide a ventilated rodent proof internal space, external to the living 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 blue box, 1 grey box and one 125 litre regulation garbage container. Storage must be sufficient to store garbage for a minimum of one week and recyclable materials and yardwaste for a minimum of two weeks.

(II) Single Point Garbage/Recycling Collection:

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

If sufficient storage is not provided in each household or commercial unit, then a central storage facility(s), convenient to all residents and tenants must be made available. This central storage space(s) must be ventilated, rodent proof, external to a living area and on private property and must be of sufficient size to store separated garbage, recyclable materials and yardwaste generated by all residents and tenants between collections.

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.

(III) 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.

D. 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 for service.

E. 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 Commissioner.
- All roads, access, loading areas and storage areas have been completed as per the approved plan with no obstructions related to construction and move-ins.
- Curbs must be completed.
- Boulevards must be graded.
- Access and collection points free and clear of debris and construction waste.
- The application and waiver form 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:

A. Single Family Homes Facing a Public Street:

- Single family homes, with appropriate storage and facing a public street will be eligible for curbside door to door collection for both garbage and recycling (using blue and grey boxes) collection.
- Garbage and recyclables must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.

B. Single Family Homes Facing a Public Laneway:

- Where a unit can be serviced by a public road, curbside door to door collection will be provided on the public road. Where a unit can only be serviced by a public laneway, the following conditions will apply:
- The collection vehicle must be able to enter and exit in a forward motion;
- The eligible property to be serviced must have an address on the public laneway;
- 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 metres inside and 16 metres outside;

- Overhead clearance throughout the laneway must be a minimum of 4.4 metres; and
- Garbage and recyclables must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.

Where the above criteria is met, single family homes will be eligible for curbside door to door collection of both garbage and recyclable materials. Where the above criteria has not been met, units will be eligible for single point collection at an approved collection point.

II. SMALL RESIDENTIAL DEVELOPMENT COLLECTION REQUIREMENTS:

- Residential locations containing 2 – 7 units are reviewed on an individual basis by the City. The collection location and method will be to the satisfaction of the Commissioner.

(A) Townhouse/Rowhouse Units Facing a Public Street:

- Townhouse/rowhouse units, with appropriate storage and facing a public street will be eligible for curbside door to door collection for both garbage and recyclable materials (blue boxes and grey boxes).
- Garbage and recyclables must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.

(B) Townhouse/Rowhouse Units Facing a Public Laneway:

- Where a unit can be serviced by a public road, curbside door to door collection will be provided on the public road. Where a unit can only be serviced by a public laneway, the following conditions will apply:
 - The collection vehicle must be able to enter and exit in a forward motion;
 - The eligible property to be serviced must have an address on the public laneway;
 - 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 metres inside and 16 metres outside;
 - Overhead clearance throughout the laneway must be a minimum of 4.4 metres; and

- Garbage and recyclables must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.

Where the above criteria is met, single family homes will be eligible for curbside door to door collection of both garbage and recyclable materials. Where the above criteria has not been met, units will be eligible for single point collection at an approved collection point.

(C) Townhouse/Rowhouse Units Facing a Private Laneway, Roadway or Driveway:

Single Point Garbage Collection:

- Garbage must be placed out at the designated collection point in a pile on collection days in standard size garbage bags capable of supporting 20 kgs when lifted. Refer to the applicable By-laws for specific details.
- Garbage must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.
- The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements.
- The designated collection point must be kept clean and free of debris between collections.

Single Point Recycling Collection:

- Blue Boxes and Grey Boxes must be placed out at the designated collection point on collection days.
- Recyclable materials must be stored on private property between collection days.
- The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements.
- The designated collection point must be kept clean and free of debris between collections.

III. RESIDENTIAL DEVELOPMENT COLLECTION REQUIREMENTS:

Residential locations containing 8-29 units are reviewed on an individual basis by the City. The collection method for individual buildings will be to the satisfaction of the Commissioner. The collection methods, are summarized below:

A. Townhouse/Rowhouse Units Facing a Public Street:

(not associated with an infill townhouse/rowhouse development, residential development or large residential development)

- Townhouse/rowhouse units not associated with an infill townhouse/rowhouse development, residential development or large residential development, with appropriate storage and facing a public street will be eligible for curbside door to door collection for both garbage and recyclable materials.
- Garbage and recyclables must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.

B. Townhouse/Rowhouse Units Facing a Private Laneway, Roadway or Driveway:

(associated with an infill townhouse/rowhouse development, residential development or large residential development)

Single Point Garbage Collection:

- Garbage must be placed out at curbside in a pile on collection days in standard size garbage bags capable of holding 20 kg when lifted. Refer to the applicable By-laws for specific requirements.
- Garbage must be stored in enclosed, rodent proof containers, on private property, between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.
- The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements.

Single Point Recycling Collection:

(i) 8 – 15 Units:

- Blue Boxes and Grey Boxes must be placed out at the designated collection point on collection days.
- Recyclable materials must be stored on private property between collection days.

(ii) 15 – 29 Units:

- Recycling carts must be placed out at the designated collection point on collection days.
- Refer to Appendix “B” for requirements.

Bulk Lift Garbage Collection:

- In some instances, bulk collection may be the preferred collection system of the Department. In these cases, garbage will be uncompacted and a minimum of 6 cubic yards of capacity (on wheels) per 25 units is required.

IV. LARGE RESIDENTIAL DEVELOPMENT COLLECTION REQUIREMENTS:

Garbage Collection:

- Garbage must be mechanically compacted into regulation steel garbage containers at large residential developments in excess of 30 units. Refer to Appendix "A" for requirements.

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 Commissioner will determine the approved method. Refer to Appendix "B" for requirements.

V. LIVE/WORK DEVELOPMENT COLLECTION REQUIREMENTS:

Garbage Collection:

- Live/Work developments must mechanically compact garbage into regulation steel garbage containers to be collected by front-end loading trucks. Refer to Appendix "A" for regulations.

Recycling Collection:

- Cart recycling or bulk lift recycling will be provided based on current operational practices and the number of units/beds/rooms in the development. The Commissioner will determine the approved method. Refer to Appendix "B" for requirements.

VI. RETIREMENT HOME COLLECTION REQUIREMENTS:

Garbage Collection:

- Retirement Home developments must mechanically compact garbage into regulation steel garbage containers to be collected by front-end loading trucks. Refer to Appendix "A" for regulations.
- Some Retirement Home developments are not required to compact garbage and must provide collection locations for regulation steel garbage containers to be collected by front-end loading trucks, as per "Type B Bulk lift Garbage Collection Requirements". Refer to Appendix "A" for regulations.

- Biomedical waste must be stored and collected separately by a licensed biomedical waste hauler.
- 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 Commissioner will determine the approved method. Refer to Appendix “B” for requirements.

VII. MIXED USE COLLECTION REQUIREMENTS:

Eligibility criteria may differ across the City. Please refer to a representative listed on page 1 of these guidelines for assistance.

(A) Eligible Units Facing a Public Street:

Eligible mixed use developments, with appropriate storage and facing a public street will be eligible for curbside door to door collection of both garbage and recycling.

(B) Eligible Units Facing a Public Laneway:

Where a unit can be serviced by a public road, curbside door to door collection for both garbage and recyclables will be provided on the public road. Where a unit can only be serviced by a public laneway, the following conditions will apply:

- The collection vehicle must be able to enter and exit in a forward motion;
- The eligible property to be serviced must have an address on the public laneway;
- 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 metres inside and 16 metres outside; and
- Overhead clearance throughout the laneway must be a minimum of 4.4 metres.

Where the above criteria is met, eligible units will receive curbside door to door collection of both garbage and recyclable materials. Where the above criteria has not been met, units will be eligible for single point collection at an approved collection point.

(C) Eligible Units Facing a Private Laneway, Roadway or Driveway, Parking Lot:

Single Point Garbage Collection:

- Garbage must be placed out at curbside in a pile on collection days in standard green garbage bags capable of holding 20 kgs when lifted. Refer to the applicable By-laws for specific details.
- Garbage must be stored in enclosed, rodent proof containers, on private property between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner of Works and Environment.
- The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements.

Single Point Recycling Collection:

- Blue Boxes and Grey Boxes must be placed out at the designated collection point on collection days.
- Recyclables must be stored on private property between collection days.

Bulk Lift Garbage Collection:

- In some instances, bulk collection may be the collection system preferred by the Department. In these cases, garbage will be uncompacted and a minimum of 4.5 cubic metres of capacity (on wheels) is required. Refer to Appendix A for regulations.

Bulk Lift Recycling Collection:

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

(D) Locations that do not Meet the Eligibility Criteria for Collection:

- Garbage and Materials are not to be placed on public property. Proper loading and storage facilities located on private property are required.

VIII. SMALL COMMERCIAL COLLECTION REQUIREMENTS:

Eligibility criteria may differ across the City. Please contact a representative listed on page 1 of these guidelines for further information.

(A) Small Commercial Developments Facing a Public Street:

- Eligible commercial developments, with appropriate storage and facing a public street will be eligible for curbside door to door collection of both garbage and recycling.
- Garbage and Recyclable Materials must be stored on private property between collections.
- 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; and
 - cardboard bundled as per the applicable By-laws.

(B) Small Commercial Developments Facing a Public Laneway:

- Where a unit can be serviced by a public road, curbside door to door collection of garbage and recyclable materials will be provided at curbside next to the public road. Where a unit can only be serviced by a public laneway, the following conditions will apply:
 - The collection vehicle must be able to enter and exit in a forward motion;
 - The eligible property to be serviced must have an address on the public laneway;
 - 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 metres inside and 16 metres outside; and
 - Overhead clearance throughout the laneway must be a minimum of 4.4 metres;

Where the above criteria is met, eligible small commercial developments will receive curbside door to door collection of both garbage and recyclable materials. Where the above criteria has not been met, units will be eligible for single point collection at an approved collection point.

(C) Units Facing a Private Laneway, Roadway, Driveway, or Parking Lot/Courtyard:

Single Point Garbage Collection:

- Garbage must be placed out at the designated collection point in a pile on collection days in standard size garbage bags capable of supporting 20 kgs when lifted.

- Garbage must be stored in enclosed, rodent proof containers on private property between collection days. The location of the storage area(s) will be to the satisfaction of the Commissioner.
- The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements.

Single Point Recycling Collection/Cart Collection:

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

Bulk Lift Garbage Collection:

- In some instance, bulk collection may be the collection system preferred by the Department. In these cases, garbage will be uncompacted and a maximum of 4.5 cubic metres of capacity and on wheels is required. Refer to Appendix “A” for requirements.

IX. LARGE COMMERCIAL

The City does not provide garbage or recycling collection services to large commercial developments or redevelopments. Garbage and Materials are not to be placed on public property. Proper loading/storage facilities located on private property are required.

X. INDUSTRIAL

The City does not provide garbage or recycling collection services to industrial developments or redevelopments. Garbage and Materials are not to be placed on public property. Proper loading/storage facilities located on private property are required.

XI. OTHER DEVELOPMENTS

Will be reviewed on a case by case basis.

APPENDIX A

BULK LIFT COLLECTION REQUIREMENTS

The following are the requirements that apply to bulk collection service. Note: Type “A” Bulk Lift Collection Requirements generally apply to locations with a chute system. Type “B” Bulk Lift Collection Requirements generally apply to locations that service locations such as Townhouses where the bulk lift bins may be placed at convenient locations throughout the development.

(I) TYPE “A” BULK LIFT COLLECTION REQUIREMENTS (COMPACTED):

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. Provide a 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.
- 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.
- Pressure should be set at 5500 kPa (800lbs/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).

Bin Requirements:

- A minimum of one bin for every 40 units (based on a 2.29 cubic metre bin) is required. This is an estimate only. Requirements may increase due to waste generation rates.

Loading Area:

- The loading area must be level (+/- 2%), constructed of 8 inch reinforced concrete and 6 metres wide with an unencumbered vertical clearance of 7.4 metres.

- In an enclosed situation, access to the loading area shall be a minimum height of 4.4 metres. The loading area shall be 6 metres wide within an unencumbered vertical clearance of 7.4 metres for the entire loading area.
- The enclosed area shall be adequately ventilated. Fresh air intakes shall not be located in or near any loading area.
- Bins will be placed in single file on one side of the loading area and the length of the loading area shall be adequate to accommodate the required number of bins.
- 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.
- A mechanism to prevent the containers from rolling off the pad may be required at the discretion of the Commissioner.
- 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 custodial staff.

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 unless otherwise approved by the Commissioner. 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 10 metres inside and 12.5 metres outside should be available through out.

Typical Front End Garbage Collection Vehicle Dimensions*	
Wheelbase	5.49 m
Overall Length	12 m
Width	2.4 m
Height	4.1 m
Inside Turning Radius	10 m
Outside Turning Radius	12.5 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; and
 - (c) Impact Factor-5 percent for maximum vehicular speeds to 15 km/h and 30 percent 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.

Service Charges for Bins (District 1 only):

- It is the policy of the City of Toronto to levy a service charge on all developments in District 1, payment of which is a condition for receiving City bulk lift garbage and recycling collection. The levy is currently \$ 34.50 per month including taxes multiplied by the number of garbage containers on site. The levy includes the provision and maintenance of city garbage and recycling containers. Should the owner choose to provide private garbage containers, the levy will still be charged and the containers must meet City specifications and be maintained privately at the expense of the building owner.

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 form must be completed as part of the site plan approval process. A copy of this form can be found in Appendix “C”.
 - The site plan must include a diagram illustrating the anticipated movement of the collection vehicle throughout the complex indicating turning radii and turning areas.
 - 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 tonnes.

(II) TYPE “B” BULK LIFT COLLECTION SYSTEM (UNCOMPACTED):

- Regulation containers of 2.29 or 3.06 cubic metres 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, sufficient space must be provided for the storage of bulky items and white goods generated by residents between scheduled collections.
- Enclosure doors must be opened 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.
- One 2.29 or 3.06 cubic metre bulk bin per 25 units is required.

Access:

- The access route and loading platform must be designed in such a way to allow a collection vehicle to enter the site, collect the garbage and exit without the need to backup onto a public road, unless otherwise approved by the Commissioner. 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 10 metres and inside and 12.5 metres outside should be available through out.

Typical Front End Garbage and Recycling Collection Vehicle Dimensions *

Wheelbase	5.49 metres
Overall Length	12 metres
Width	2.4 metres
Height	4.1 metres
Inside Turning Radius	10 metres
Outside Turning Radius	12.5 metres

* 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 or 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; and
 - (c) Impact Factor – 5 percent for maximum vehicular speeds to 15 km/h and 30 percent 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.

Service Charges for Bins (District 1 only):

- It is the policy of the City of Toronto to levy a service charge on all developments in District 1, payment of which is a condition for receiving City bulk lift garbage and recycling collection. The levy is currently \$ 34.50 per month including taxes multiplied by the number of garbage containers on site. The levy includes the provision and maintenance of city garbage and recycling containers. Should the owner choose to provide private garbage containers, the levy will still be charged and the containers must meet City specifications and be maintained privately at the expense of the building owner.

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 form must be completed prior to the commencement of collection services. A copy of this form can be found in Appendix “C”. Each site will be inspected prior to approval to ensure that the development has complied with all requirements for garbage and recycling collection.

APPENDIX “B”

MULTIPLE HOUSEHOLD RESIDENTIAL RECYCLING –
SPECIFIC REQUIREMENTS

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

RECYCLING PROGRAM REQUIREMENTS:

It is the responsibility of the developer and/or property manager to ensure that the recycling program is AS CONVENIENT to each resident in the development as the garbage collection program.

The following are examples of appropriate recycling programs:

Approved Garbage Collection Program	Approved Recycling Collection Program
Residents are required to take garbage to a chute room.	Residents are required to take recyclables to the same chute room. ¹
Residents are required to take garbage to a central location.	Residents are required to take recyclables to the same central location.

¹. For more information on alternative methods of collecting recyclable materials within a building, such as specialized chute systems, contact the City of Toronto representative noted in this document.

Note that all applicable building and fire codes 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 are 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 guidelines for specific details.

(I) BULK LIFT RECYCLING:

Bulk lift recycling consists of modifying two 3 cubic yard bulk bins to accept recyclables and is typically established at buildings receiving bulk lift garbage collection and/or buildings with greater than 100 suites, unless otherwise determined by the Commissioner.

Recycling Containers:

- A minimum of two recycling bins, compatible to City collection vehicles are required.
- If purchased from a private contractor the bin 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 and the following conditions apply:
 - A recycling room, separated from the garbage room, must be established. 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 (10 m² for the first bin and 5m² for each thereafter). Consideration should be given to the possibility of future program expansion. The room must be large enough to permit easy movement of the bins.
 - 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:

Cart recycling is typically established at buildings with less than 100 units and/or townhouse complexes, unless otherwise approved by the Commissioner. The cart system uses 90 or 95 gallon containers compatible with City vehicles for the collection of recyclable materials.

Recycling Containers:

- A minimum of two recycling carts are required: one for each recycling stream. Recycling carts must be compatible with City collection equipment. Two carts per 20 units are typically required.

Storage:

- The recycling carts must be stored inside.
- A recycling room, separated from the garbage room, must be established. 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 carts to be used and allow for easy movement of the carts. Consideration should be given to the possibility of future program expansion. Carts are approximately 1.2 m high by 0.86 m deep and 0.67 m wide.
- 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 10 metres inside and 12.5 metres outside should be available through out.

Loading Facilities:

- Loading facilities will be the same a 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 form must be completed prior to the commencement of collection services. A copy of this form can be found in Appendix "C". Each site will be inspected prior to approval to ensure that the development has complied with all requirements for garbage and recycling collection.
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(Report dated March 9, 2000, from the
General Manager, Solid Waste Management Services
addressed to each of the Community Councils)

Purpose:

To provide each Community Council the opportunity to comment on the proposed Solid Waste Management Services Requirements for Developments and Redevelopments, prior to Council consideration.

Financial Implications and Impact Statement :

There are no direct implications as a result of this report.

Recommendations :

It is recommended that:

- (1) this report be received for information;
- (2) consultation with the public be held at the next meeting of Community Council or, alternatively, at a separate open house;
- (3) Community Council notify the General Manager of Solid Waste Management Services of their preference with regards to Recommendation No. (2) to allow for appropriate planning; and
- (4) any comments be forwarded to the contact noted at the end of this report by May 12, 2000.

Background :

Currently, each Community Council Area has set different standards regarding development criteria for solid waste collection. Development criteria includes, but is not limited to, roadway width requirements for solid waste collection vehicles, overhead allowances, loading facilities, collection points, storage spaces etc. The collection system and criteria imposed on a development or redevelopment is dependent on the actual type of proposal submitted by the development company. A harmonized set of procedures is required to ensure that all new developments and redevelopments are subject to the same requirements and will be provided with the same level of service City-wide. Attached is a copy of the proposed Requirements for City of Toronto Garbage and Recycling Collection at Developments and Redevelopments for comment. In conjunction with the review by each Community Council, other stakeholders including architects, development companies and property managers will be given the opportunity to review the draft document and provide their comments to Solid Waste staff. Following this consultation process, the draft requirements will be presented to the Works Committee in June 2000.

Please note that these requirements will not apply to existing locations except in the case of redevelopments or where a request for change of collection method or collection location has been made.

Comments:

The Works and Emergency Services Department reviews all development and redevelopment applications, rezoning applications and condominium applications, along with some developments going to the Ontario Municipal Board and Committee of Adjustment. Developments that do not go through the processes above, including proposals to change collection points or the method of collection, must also be reviewed by the Department.

In order to qualify for City of Toronto garbage and recycling collection services, new developments or redevelopments must adhere to the requirements outlined in the proposed document. These requirements are being proposed by Solid Waste Management Services to ensure that any operational limitations have been revealed and proper planning procedures are initiated to avoid problems following construction. Non-conformance to these requirements may result in the City being unable to provide collection service due to access and health and safety issues.

While the document attempts to address all developments and redevelopments, there may be times when the location dictates additional requirements due to such issues as layout or space restrictions.

Not all development and redevelopment requirements will be applicable in each Community Council Area, however, staff have attempted to ensure that all requirements have been addressed appropriately and in sufficient detail to ensure that any user has ample information to begin the planning procedure.

Most of the recommended criteria are currently applicable in each of the Community Council Areas. However, the following summarizes key differences in the proposed requirements:

(a) Criteria for Collection at Multiple Household Locations:

Currently, the Toronto Community Council Area requires that all multiple household developments provide a central collection area and rarely provides door-to-door collection on private roadways. In all instances, the resident is required to bring their garbage to a central collection point. Generally, all housing associated with townhouses, stacked townhouses and other similar types of developments over 29 units are provided with bulk containers. Locations with fewer than 29 units are provided with collection from a central curbside collection point.

All other Community Council Areas provide door to door collection on private roadways from townhouses and other similar types of developments. The private roadway must be constructed to the standards set by each of the Community Council Areas.

Bulk collection is currently the most efficient and cost-effective method of garbage collection provided by the City. Additionally, loose garbage is eliminated from private and/or public property and residents of the complex are provided with a sufficient storage facility for their garbage. Collection of garbage and recyclables door to door is the costliest method collection currently supplied by the City. However, collection from a central collection point increases productivity and decreases costs in comparison to door-to-door collection.

Therefore, in an effort to increase productivity and lower costs, it is proposed that the draft requirements allow for the provision of garbage and recycling collection services from central collection points (either bulk lift collection or a central collection point at the curb) at all multiple household locations, including townhouses with private roadways.

(b) Public Lane Collection:

Currently, the Toronto Community Council Area is the most affected by developments and redevelopments fronting onto existing public laneways. Typically public laneways in older parts of the city are narrow, potentially deadended and not maintained in the winter months. Collection from public streets will potentially eliminate the use of public laneways as storage areas and creates a safe collection environment for both staff and the public. Therefore, it is proposed that public street set-out points be required to ensure that vehicles can safely and efficiently provide collection. Only in instances where public street set-out points are not feasible will public laneway collection be considered and the requirements outlined in the requirements must be met prior to approval.

(c) Recycling Requirements:

All Community Council Areas currently require that all new developments and redevelopments provide adequate recycling facilities for residents. This may include a recycling room in a high-rise complex or a recycling compound central to all residents. It is proposed that the requirements stipulate that the recycling system in a development or redevelopment be planned to ensure that it is as convenient as the garbage collection system. Developers and property managers, for example, may opt to include chute recycling systems, some of which are currently operating in some residential buildings within the City or recycling rooms on every floor of an apartment complex. This requirement allows for creativity and may open the door for entrepreneurial activities. It is anticipated that this requirement, coupled with a mandatory recycling requirement, will significantly boost recycling rates in multiple household dwellings.

(d) Bulky Item Collection:

Currently, all Community Council Areas, with the exception of North York, collect bulky items (furniture, mattresses, etc.) manually from a designated collection point utilizing a rear-load packer. The North York Community Council Area requires multiple household developments to place bulky items in 4 cubic yard bulk bins to be collected weekly as part of the bulk collection contract.

It was determined that while the cost of collecting bulky items manually exceeds the cost of collecting items with a bulk lift system, the bulk bins limit the amount and type of material that can be collected. As a result, property managers are required to purchase additional bins or, if space is a problem, to hire private contractors to remove excess materials. In addition, safety concerns have been raised with regard to the overhead tipping of items such as couches and the potential for items falling as the bulk bin is being elevated. While staff are not aware of any problems that have occurred in the North York Community Council Area, safety concerns are of paramount importance across the City.

In addition, the nature of the materials collected greatly increases the wear and tear on a front-end collection vehicle and, as such, this type of additional operating expense is expected to be reflected in any future contract costs.

Therefore, it is recommended that the City continue to provide rear-load collection of bulky items to all new developments and redevelopments. While the North York Community Council Area has contracted the provision of bulk collection services at all existing developments, all new developments will be serviced with an existing rear-load vehicle, thereby increasing the productivity of our fleet.

Conclusions:

The proposed requirements for solid waste collection for developments and redevelopments have been prepared to ensure a fair and equitable collection system for our customers, and also addresses opportunities for improved service delivery, increased waste diversion and increased efficiencies through standardizing collection practices. Following the consultation process, feedback will be incorporated into the draft requirements prior to submission to the Works Committee in June 2000.

Contact:

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Attachment:

Requirements for City of Toronto Garbage and Recycling Collection and New Developments and Redevelopments.

The Works Committee also submits the following communication (May 29, 2000) from the City Clerk (Toronto Community Council):

Recommendations :

The Toronto Community Council recommends that the requirements be amended so public laneway collection would be permitted and encouraged if these new developments are on main commercial streets.

The Toronto Community Council reports, for the information of the Works Committee, having requested the Commissioner of Works and Emergency Services to report to the Works Committee, at its meeting at which this matter will be considered:

- (1) on the possibility of mandatory refrigerated wet waste storage areas; and
- (2) on a possible requirement for composting, organics separation and fibres separation for new buildings or redevelopment of old buildings.

Background:

The Toronto Community Council, on May 23, 2000, had before it a report (March 9, 2000) from the General Manager, Solid Waste Management Services, respecting the Proposed Solid Waste Management Services Requirements for Developments and Redevelopments.

The Toronto Community Council's recommendations are noted above.

The Works Committee also submits the following communication (May 30, 2000) from the City Clerk (North York Community Council):

Recommendation:

The North York Community Council, on May 23, 2000:

- (1) received the report (March 9, 2000) from the General Manager, Solid Waste Management Services, Works and Emergency Services; and
- (2) referred the following recommendations respecting the proposed Solid Waste Management Services Requirements for Developments and Redevelopments, to the Works Committee for its consideration:
 - (a) that all new single family homes, townhouses, semi-detached homes and multi-residential developments, other than apartment buildings, that are on public or private roads and laneways be designed to facilitate curbside collection in order to eliminate central point collection; and
 - (b) all references to the use of bags to collect paper as referred to in the document headed "Requirements for City of Toronto Garbage and Recycling Collection at New Developments and Redevelopments", be deleted and that grey and green

recycling boxes continue to be used for the collection of newspapers, telephone directories, magazines and catalogues.

The North York Community Council also reports, for the information of the Works Committee and Council, having requested the Commissioner of Works and Emergency Services to investigate and report on new vehicles and alternative methods that could be used in order to facilitate curbside collection in all new developments.

Background:

The North York Community Council had before it the following reports:

- (March 9, 2000) from the General Manager, Solid Waste Management Services, Works and Emergency Services, providing each Community Council the opportunity to comment on the proposed Solid Waste Management Services Requirements for Developments and Redevelopments, prior to Council consideration, and recommending that:
 - (1) this report be received for information;
 - (2) consultation with the public be held at the next meeting of Community Council or, alternatively, at a separate open house;
 - (3) Community Council notify the General Manager of Solid Waste Management Services of their preference with regards to Recommendation No. (2) to allow for appropriate planning; and
 - (4) any comments be forwarded to the contact noted at the end of this report by May 12, 2000; and
- (May 9, 2000) from the General Manager, Solid Waste Management Services, providing the North York Community Council with information requested pertaining to the proposed requirements for City of Toronto garbage and recycling collection at new developments and redevelopments, and recommending that the report be received for information.

The following persons appeared before the North York Community Council in connection with the foregoing matter:

- Mr. Gary Rose on behalf of Y.C.C. No. 64; and
- Mr. Sam Wilkes, President, Y.C.C. No. 175.

The Works Committee also submits the following communication (June 28, 2000) from Councillor Norm Kelly, Scarborough Wexford:

Based on the assessed value of the condominium units belonging to York Townhouse Condominium No. 387, the residents pay about \$3,000.00 in taxes a year for curbside pick-up. Of course, the City does not provide such a service to townhouse neighbourhoods. So, the

residents find themselves paying for a service that they do not receive as well as shelling out an extra \$9,000.00 a year to have their garbage moved to a central location for City pick-up.

I have visited the site and believe, as the residents do, that the street pattern would permit City garbage trucks to deliver curbside service. Not all condominium communities have street patterns that would lend themselves to this service but some – perhaps, many – would.

I would like the Works Committee to recommend a pilot project at Stonehill Court for a six-month period to see how well curbside pick-up can work on its street pattern. If this project is successful, I would like the Committee to identify the possibility of identifying townhouse communities with similar street patterns across the city with the goal of phasing in curbside pick-up.

Thank you for your co-operation.

(A copy of Appendices C and D referred to in the foregoing report has been forwarded to all Members of Council with the agenda for the Works Committee meeting of July 12, 2000, and a copy thereof is on file in the office of the City Clerk.)

(City Council on August 1, 2, 3 and 4, 2000, had before it, during consideration of the foregoing Clause, a communication (July 28, 2000) from Mr. John Gunn, Secretary, York Condominium Corporation 387, requesting that Council support a pilot project for curbside pick-up at Stonehill Court, as suggested by Councillor Kelly.)