

Government Staff Workshop

October 4, 2011

**Regulatory Mechanisms
to Increase Recycling
in Metro Vancouver**

Feedback Form

**Mandatory Space
for Recycling in
Multi-family and
Commercial (MFC)
Buildings**



metrovancouver

Name: _____

Organization: _____

Organization Type: Municipal
 Adjacent Regional District (FVRD, SLRD)
 First Nation
 Agency
 Other: _____

E-mail: _____

Phone: _____

Please complete this form by November 30, 2011 and submit to:

**Metro Vancouver
Public Involvement Division
4330 Kingsway
Burnaby, B.C. V5H 4G8**

online at www.metrovancouver.org

Website path: Planning > Solid Waste and Recycling Planning > Feedback Form

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(subject line: RMIR – Regulatory Mechanisms to Increase Recycling)

Note: Personal information and input contained in this feedback form will be compiled with other public responses and included in a submission to the Ministry of Environment. In addition, input contained in this feedback form may be used in a summary report to the Metro Vancouver Board of Directors. Both documents will be available to the public. In addition, personal information may be used for Metro Vancouver follow-up mailings.

Overview

Metro Vancouver's new Integrated Solid Waste and Resource Management Plan targets a 70% waste diversion rate by 2015. One strategy for working towards this goal is to improve diversion rates in the multi-family residential sector and industrial, commercial and institutional (ICI) sectors by improving recycling facilities.

However, there are challenges that may be affecting recycling in existing multi-family and ICI buildings:

- the lack of sufficient space for storage of recyclables
- problematic access to recycling storage space for building occupants and for service vehicles
- limited participation in voluntary recycling
- the difficulty of enforcing material disposal bans at the source.

In the past two years Metro Vancouver has developed a regulatory approach for mandatory space for recycling amenities in multi-family and commercial buildings that would address these challenges. This approach would have municipalities customize and adopt a sample bylaw amendment to mandate design specifications for recycling amenities through development permits.

To develop the approach, Metro Vancouver worked with member municipalities, haulers, property managers, the Urban Development Institute, and business and residential associations. Regulatory approaches used in other jurisdictions were also reviewed. The proposed approach includes design specifications and a sample bylaw amendment that municipalities may use as a starting point for implementation.

The proposed approach would require new multi-family residential or commercial projects and major renovation projects to meet specifications including:

- minimum size, location, and design of building recycling storage space
- collection vehicle access route
- loading area
- occupant access
- suggested minimum standards for in-suite recycling storage space.

This approach also clarifies the target sectors (who this applies to), trigger points (circumstances under which the requirements apply) and how alternate proposals or variances will be handled.

Metro Vancouver is in the final stage of consultation, which involves requesting input and hosting workshops for government staff and industry regarding the proposed approach. Following consultation, an updated recommended approach will be presented to the Waste Management Committee and the Board of Directors for review. Each municipality could then tailor the sample municipal bylaw to its needs prior to implementation.

MFC TOPIC 1: Eligible, Excused and Exempt Projects

The proposed municipal bylaw amendment identifies mandatory recycling space allocations for new construction and building alterations for the following sectors:

- multi-family residential and hospitality lodging
- commercial: offices, restaurants, venues, and retail
- mixed residential/commercial.

Recycling space and access requirements are triggered for applicable commercial developments and multi-family residential developments that are not eligible to receive municipal curbside recycling collection services for individual units off public roads. These developments may include rental apartments, condominiums, and townhouse complexes. Buildings that qualify for curbside collection from individual units off internal roads need to meet the vehicle access requirements.

Developments that combine multi-family residential and commercial uses should provide separate recycling amenities for commercial and residential occupants. Commercial amenities should meet the same standard as comparable commercial-only developments; and multi-family amenities should meet the same standard as comparable multi-family-only developments.

Developments that combine different commercial sectors within a complex must provide recycling amenities that meet the targeted material and space allocation requirements for each sector included.

Development proponents should be aware that these requirements must be met in order to obtain a development permit, or a building permit in certain cases where a development permit is not

- Are the requirements appropriate for building alterations and for high-density areas?

YES NO

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- Which projects should be allowed to submit alternative approaches?

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- Do you have any other comments regarding eligible, excused and exempt projects?

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required for new construction or building alterations. Unless the project receives a variance, development permits or building permits, where applicable, will not be granted until the building design includes the appropriate recycling space and access provisions.

Alternative Approach for Building Alterations

It is recognized that some developments planning to undertake building alterations may face unique challenges when trying to adhere to the requirements included in this approach. Although all developments involving applicable building alterations are required to provide space for recycling, a permit applicant may propose an alternative approach to the specific requirements - as long as the proposal meets the intent of the recycling amenity requirements for building alterations. Municipal staff will work with the developer to determine an appropriate alternative approach to meet the intent of the bylaw.

Opportunities for Variances

Projects may seek a variance from the requirements of the bylaw through the established process. A municipality reserves the right to request additional information from the developer in support of a variance application process.

Projects that will qualify for and use municipally provided curbside collection of some or all recyclable materials after occupancy should be granted a variance for only those materials under this process. The requirements are still in effect for those materials not covered by municipal curbside pickup. Developers will be required to document that the development, once complete, will receive this service.

Whether or not a variance is granted, municipalities may impose some or all of the recommended requirements, in order to establish suitable provisions for storage space and vehicle access to support the municipally provided curbside collection service.

MFC TOPIC 2: Recycling Storage Space Requirements

The intent of size allocations is to create sufficient space to store all recycling between collection days and to permit easy movement of recycling storage containers into and out of the space.

Multi-Family Residential Building and Hospitality Lodging Developments

The recycling space for all multi-family residential buildings and hospitality lodgings, including hotels and motels, must meet the following requirement:

Be the greater of 5 m² or 0.19 m²/unit

In the case of hospitality lodgings, up to a maximum of 50 m² is required, after which point the frequency of collection can be increased to ensure adequate recycling storage capacity.

In addition to the space requirements for recycling bins or containers, "Flex Space" must be provided for storage of other reusable or recyclable materials for new multi-family buildings. The required size of this space is 50% of the space allocation for recyclable materials.

Retail Building Developments

The recycling space allocations for retail (including wholesale) building developments must meet the following requirement:

Be the greater of 4 m² or 0.015 m² per m² of floor area for all retail space, to a maximum requirement of 20 m², after which the frequency of collection can be increased to ensure adequate recycling storage capacity.

Office Building Developments

The recycling space allocations for office building developments must meet the following requirement:

Be the greater of 4 m² or 0.005 m² per m² of floor area for all office space, to a maximum requirement of 50 m², after which the frequency of collection can be increased to ensure adequate recycling storage capacity.

- How do the space allocation requirements compare to what is currently being built?

- Can the recycling storage space allocated within the building be excluded from Floor Space Ratio requirements? Is this an appropriate incentive?
 YES NO

- Should allocation of in-suite recycling storage space be required?
 YES NO

- Do you have any other comments regarding recycling storage space requirements?

Venue Building Developments

Large venue building developments are those facilities that expect to receive more than 2,000 visitors per day for special events or exhibits, such as certain convention centres, tourist attractions, sports arenas, and theatres. The recycling space allocations for large venue building developments must meet the following requirement:

Be the greater of 4 m² or 0.011 m² per m² of floor area for all venue space, to a maximum requirement of 30 m², after which the frequency of collection can be increased to ensure adequate recycling storage capacity.

Restaurant Developments

The recycling space allocations for restaurant building developments incorporate the provision of space for storage of the minimum target recyclable materials as well as food scraps.

Because of the potential for public health concerns associated with the storage of food scraps on restaurant premises, the space allocations for this recyclable have been calculated assuming twice weekly pickup.

The recycling space allocations for restaurant building developments are as follows:

Be the greater of 4 m² or 0.022 m² per m² of floor area for all restaurant space, to a maximum requirement of 30 m², after which the frequency of collection can be increased to ensure adequate recycling storage capacity.

Design

The design is intended to support the effective use of the space for recycling storage, for both the building users and those providing recycling collection services.

The design of the storage space must therefore incorporate the following elements:

- Floor of the storage space to be level and hard-surfaced;
- Configuration must allow each recycling storage container to be individually accessible so as to be removed and replaced without having to take out other containers;
- The storage space must have no horizontal dimension (width and depth) less than 2 m, to allow for the placement, access to, and rolling out of the containers;
- The storage area entry point shall be no less than 1.5 m in width for multi-family buildings over 25 units and for all commercial developments;
- Ensure adequate ventilation to the exterior of the building, in compliance with applicable building code requirements for the storage of garbage;
- Be sufficiently secure to minimize pest and wildlife access;
- Be protected from unlawful entry through the use of strike-plates, locks, and astragals to close clearance gaps between doors and frames, if the storage area is located indoors;
- Be well lit, both as a security measure and for ease of access; and
- Have white or pale-coloured interior walls to enhance lighting, if the storage area is enclosed.

Secure access should also be considered by development proponents.

Location

The criteria for selecting the location of the recycling storage space supports the ease of access for both building users and collection service vehicles, as well as the provisions of applicable building codes and safety requirements.

The storage space must be located:

- On the lot of the structure it serves;
- In an area to minimize noise and odour impacts to building occupants and neighbouring buildings;
- At ground level, or no more than one story below grade; and
- Adjacent to the designated garbage storage area for the development.

In recognition of the need to comply with applicable building codes, fire codes, safety requirements, or other components of municipality building requirements, the recycling storage area must not be located in any of the following locations:

- In alleys or other publicly owned rights-of-way where it may disrupt traffic circulation patterns;
- Between a street-facing façade of the structure and the street if the area is located outdoors;
- In any required driveways, parking aisles, or parking spaces for the structure; or
- In any location that may block or impede fire exits, public rights-of-way or pedestrian and vehicular access.

In-suite Recycling Storage

In addition to providing a common area for waste storage, developers and builders of multi-family residential buildings are encouraged to include recycling space or systems within each individual residential suite. Space within the suite should be allocated for both current and future diversion programs, and may take the form of built-in systems under sinks, in the pantry, or in other convenient locations. At least three cubic feet (0.085 m³) of space per suite is recommended, as is the case in Ventura County, California.

At the development permit stage, there may not be sufficient detail available for municipalities to review the level of in-suite recyclables storage provided. Consideration should be given to assessing these provisions at the building permit stage, where additional detail about in-suite configurations is more likely to be available.

MFC TOPIC 3: Impact on Municipal Process

Administration

When determining how to integrate the recommended approach into an existing development or building permit review process, depending on whether a development permit is required for new construction or building alterations, municipalities should consider the following issues:

- Time to process applications and documentation (Municipalities that require space allocations for recycling, such as Richmond, indicate that it takes about 0.75 to 2 hours per project to review recycling space and access requirements in development permit applications, depending on the size of the project); and
- Impacts on staffing requirements as a function of the number of permits processed annually.

Each municipality will choose whether to implement the regulatory approach in the way most appropriate for its specific community needs.

Development proponents should be aware that these requirements must be met in order to obtain a development permit, or a building permit (in certain cases where a development permit is not required for new construction or building alterations). Unless the project receives a variance or an alternative proposal is submitted and accepted, development permits or building permits, where applicable, will not be granted until the building design includes the appropriate recycling space and access provisions.

Typically, staff can ask for clarification or additional information during the review process, to allow developers to demonstrate how they will comply with the stated requirements, and to present comparable alternatives if necessary. However, development proponents are encouraged to provide sufficient information regarding a proposed development or re-development at the first point

- What staffing levels would be required for administration?

.....

- Can multi-family buildings receive increased frequency of collection to reduce the number of storage containers and the size of the storage space?

YES NO

.....

- Can the municipal building permit process confirm that recycling space and access requirements have been respected during construction?

YES NO

- Do you have any other comments regarding the impact on municipal processes?

.....

of contact with a municipality to show how the requirements will be met. Development proponents should be aware that these requirements may also apply during a rezoning application.

Municipalities reserve the right to review site plans again if more than three years have elapsed between the approval of the site plan and the start of construction. New or additional requirements, as a result of operational changes or municipal policies, may be imposed upon follow-up review.

Increased Collection Frequency

One possible approach to reduce the number of totes needed and the corresponding space requirements is to increase a building's collection frequency. The recycling storage space size requirements are based on weekly collection. In situations where collection frequency can be increased, the formula below should be used to calculate the minimum recycling storage space size requirement, which corresponds to the increased collection frequency:

$$\text{Adjusted storage space requirements} = \frac{\text{Original storage Space Requirement}}{\text{Number of collections per week}}$$

For collection frequencies that are less than once per week, for example, the number of collections per week would be 0.5 for bi-weekly collection and 0.25 for monthly collection. The adjusted storage space requirement must not be less than the minimum requirement for each sector.

Review of Compliance at the Building Permit Stage

Space allocated towards recycling amenities at the development stage could be assigned to other uses at the construction or occupancy stage. Could municipal building bylaws include recycling space requirements in order to ensure that the design elements approved at the development stage are carried through?

MFC TOPIC 4: Vehicle Access and Loading Area

Loading Area

The loading area is the space provided for servicing of recycling collection containers. It may be located on site, or on an adjacent public alley or street. In the latter case, the anticipated increase in building occupant participation in recycling could result in a large number of totes occupying space in public alleys and streets on collection days.

To reduce the amount of time and effort required to bring totes to the loading area for collection, the loading area must be within 100 feet of either the recycling storage space or the temporary storage area.

To meet these requirements, the loading area must meet the following minimum design criteria:

- Not be located near the fresh air intakes for the building; and
- Connected to the recycling storage space or temporary storage area via a level grade or continuous slope of no more than 6%, to facilitate movement of wheeled containers from the storage area to the loading area for servicing.

If the loading area is to be located on the building site, it must also meet the following minimum design criteria:

- Directly accessible by a driving surface meeting the Vehicle Access Route requirements;
- Appropriate slope as per applicable building code requirements to facilitate drainage to the designated storm water management system for the site, and to avoid accumulation of liquids within the loading area;
- Driving surface to be constructed to accommodate a 28-tonne collection vehicle; and
- Minimum dimensions of 7.5 m high, 6.0 m wide, and 15.0 m long. All dimensions are to be unencumbered (i.e. unrestricted by fixtures such as sprinkler systems, meters, surveillance cameras, mirrors, landscaping).

- Can the space allocated for collection vehicle access and loading on private property be excluded from Floor Space Ratio requirements?
 YES NO

- Where should storage containers be placed on collection days, if collected from public alleys and streets?

- Should collection or loading be allowed on public alleys and streets?
 YES NO

- Do you have any other comments on vehicle access and loading area allocations?

Temporary Recycling Storage Area

If the loading area will be located more than 100 feet from the recycling storage area, a closer temporary collection day storage area for recycling containers must be provided for use on collection days.

The temporary storage area must:

- have a level and hard surfaced floor;
- be configured such that no horizontal dimension is less than 1 m;
- be located within 100 feet of the loading area to facilitate collection;
- be connected to the loading area and recycling storage space via a level grade or continuous slope of no more than 6%;
- be equal in size to 45% of the recycling storage space allocation; and
- be available for recycling container storage on the day of collection but may be used for other purposes at other times.

Vehicle Access to Loading Area

The vehicle access route requirements are also intended to minimize traffic disruptions and avoid unnecessary maneuvering by collection vehicles.

Whether provided indoors or outdoors, the vehicle access route shall:

- Be designed in such a way as to allow a collection vehicle to enter the site, collect the garbage / recycling and exit the site in a forward motion, or via the use of a turnaround area allowing for a three-point turn of not less than one truck length – trucks will not be allowed to reverse onto a public road;
- Be situated in a location that will minimize interface with pedestrian traffic and public vehicular access to the building's main parking area, including underground garage and visitor parking areas;

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