

Metro Vancouver

## **Draft Municipal Bylaw Addition**

**Prepared by:**

AECOM

3292 Production Way, Floor 4

Burnaby, BC, Canada V5A 4R4

[www.aecom.com](http://www.aecom.com)

604 444 6400 tel

604 294 8597 fax

**Date:**

July, 2011

# Draft Municipal Bylaw Addition

SAMPLE BYLAW FOR THE PURPOSE OF ALLOCATING SUFFICIENT RECYCLING SPACE THAT IS ACCESSIBLE IN MULTI-FAMILY AND COMMERCIAL BUILDINGS AND COMPLEXES

---

*The following sample text is provided for consideration as an addition to the Municipal Zoning Bylaw. The text would require modification to suit each City's Bylaw structure and definitions.*

---

## 1. Definitions

The following terms have the meaning presented below.

**Approving Authority** means the Planning Director, Chief Building Inspector, or any other official authorized by <Municipality Name> to approve applications for zoning, development and/or building permits.

**Curbside Pickup** means the municipal or private regularly scheduled collection of recyclable material from a residential dwelling or unit fronting the public or private street.

**Development Proponent** means a developer, architect, builder, engineer or other professional or agency applying for a development or building permit for a new construction or building alteration project subject to this Bylaw.

**Hospitality Lodging** means a building containing more than six sleeping units wherein accommodation is provided for transient lodgers, and having a public reception or dining area. Accommodations can be without private cooking facilities or with minor ones that do not exceed the following, namely, a two-burner cook top, a microwave oven, a sink and a small refrigerator

**Large Venue** means a facility that expects 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.

**Multi-Family Residential Building** means any building consisting of <insert municipality's minimum multi-family threshold> or more dwelling units, each of which is occupied, or intended to be occupied, as the home or residence of one household only.

**Office Building** means a building where the majority of the space is dedicated to conducting business, clerical, or professional activities, excluding retail and industrial activities, and is generally not open to the public.

**Recycling Storage Space** means the centralized physical space allocated within a property for communal deposit and collection of recyclable material between collection days.

**Recyclable Material** means a product or substance that has been diverted from disposal, and satisfies at least one of the following criteria:

- a) is organic material and is capable of being composted or digested, or is being composted or digested, at a site
- b) is managed as a marketable commodity with an established market by the owner or operator of a site
- c) is being used in the manufacture of a new product that has an established market or is being processed as an intermediate stage of an existing manufacturing process

The recyclable materials targeted by this bylaw are listed in <Municipal Schedule Name>, as provided by <Municipality Name> upon application for a building permit.

**Refuse** means discarded or abandoned materials, substances or objects, not including hazardous materials.

**Restaurant** means an eating establishment where food is sold or given to the public for immediate consumption on the premises, but where no provision is made for the consumption of food in motor vehicles that are parked on site.

**Retail Building** means a building or warehouse where goods, wares, merchandise, substances, articles or things are sold for purposes of consumption, use, or resale, and any retail outlet otherwise classified or defined in the City's zoning bylaw no. \_\_\_\_\_.

**Temporary Recycling Storage Area** means a space that is used for the storage of recycling containers on collection days.

## 2. Applicability

- 2.1 All construction involving the erection of a building, which requires either a re-zoning permit to allow for multi-unit housing or commercial development or a development permit on any lot zoned for multi-unit housing or commercial development, shall provide suitable recycling space for the shared deposit and collection of recyclable material, as listed in <Municipal Schedule Name> to this bylaw, in addition to space for the shared deposit and collection of refuse.
- 2.2 Building alteration projects as listed in sub-sections 2.2 (a) through (g) or as defined by the municipal building permit requirements for the alteration of existing buildings:
- a) Major horizontal additions
  - b) Minor horizontal additions
  - c) Reconstruction
  - d) Change in major occupancy classification
  - e) Major renovation
  - f) Major vertical additions
  - g) Minor vertical additions

shall provide Recycling Space for the shared deposit and collection of recyclable material, that is suitable as defined in <Municipal Schedule Name> appended to this bylaw.

- 2.3 This bylaw does not apply to the following:
- a) Any project that demonstrates, to the satisfaction of the Approving Authority, that it will qualify for and receive municipally-provided curbside pickup of recyclable materials from individual residential units on public streets after occupancy
  - b) Any project so designated by the Approving Authority of <Municipality Name>

## 3. Alternative Approaches

A Development Proponent may propose an alternative approach to the specific requirements listed in this document - as long as the proposal meets the intent of the recycling amenity requirements.

## 4. Variances

A Development Proponent may seek a variance from the requirements of this bylaw through the established process for seeking a variance. **<Municipality Name>** reserves the right to request additional information from the project proponent in support of a variance application process.

## 5. Use of Recycling Facilities

All recycling storage space identified on the plans upon issuance of the building permit shall be used only for the purpose of depositing and collecting recyclable material generated by occupants, visitors, and users of the principal building. Any temporary recycling storage area identified on the plans upon issuance of the building permit shall be available for storing recycling containers on collection days.

## 6. Verification

A checklist of recycling space and access requirements is included in **<Municipal Schedule Name>**. This checklist must be completed and submitted with development permit and re-development permit plans.

Metro Vancouver

## **Bylaw Schedule**

**Prepared by:**

AECOM

3292 Production Way, Floor 4  
Burnaby, BC, Canada V5A 4R4  
[www.aecom.com](http://www.aecom.com)

604 444 6400 tel  
604 294 8597 fax

**Date:**

July, 2011

## Bylaw Schedule

This suggested Schedule provides detailed requirements pertaining to the recycling storage area size, location, and design as well as vehicle access and occupant access requirements for recycling space for multi-family (MF) and commercial building uses, as outlined in the table below.

Type of Project	Applicable Sections
<b>New Multi-Family or Commercial Construction</b> means All construction involving the erection of a building, which requires a building permit on any lot zoned multi-unit housing or commercial development	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Location (Sec. 2)</li> <li>• Design (Sec. 3)</li> <li>• Loading Area (Sec.5)</li> <li>• Vehicle Access Route (Sec. 6)</li> <li>• Occupant Access (Sec. 7)</li> </ul>
<b>Major horizontal additions</b> are additions which increase the total aggregate floor area by more than the smaller of 25% or 500 m <sup>2</sup> .	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Location (Sec. 2)</li> <li>• Design (Sec. 3)</li> <li>• Loading Area (Sec.5)</li> <li>• Vehicle Access Route (Sec. 6)</li> <li>• Occupant Access (Sec. 7)</li> </ul>
<b>Minor horizontal additions</b> are additions that increase the total aggregate floor area by less than the smaller of 25% or 500 m <sup>2</sup> .	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Design (Sec. 3)</li> <li>• Occupant Access (Sec. 7)</li> <li>• Location (Sec. 2) – where practical*</li> </ul>
<b>Reconstruction</b> means any project where extensive renovations are being carried out throughout the building, which involve substantial reconstruction of the interior floor space that exposes the building's structure. Reconstruction may include repair, renovation, alteration or combination thereof.	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Location (Sec. 2)</li> <li>• Design (Sec. 3)</li> <li>• Occupant Access (Sec. 7)</li> </ul>
<b>Change in Major Occupancy Classification</b> -type projects are limited to a change of use within a building or portion thereof such that the proposed use is outside of the existing major occupancy classification.	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Design (Sec. 3)</li> <li>• Occupant Access (Sec. 7)</li> <li>• Location (Sec. 2) – where practical*</li> </ul>
<b>Major renovations</b> are limited to work within multiple occupied spaces. Major renovations may include re-configuration of the interior space, interconnected floor spaces, and exterior alterations that affect a building's recycling or refuse storage space. However, new mezzanines may not be considered as a major renovation, and are considered to be vertical additions.	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Design (Sec. 3)</li> <li>• Occupant Access (Sec. 7)</li> <li>• Location (Sec. 2) – where practical*</li> </ul>
<b>Major vertical additions</b> are additions that add an additional floor level (mezzanine or storey) to a building that increases the total aggregate floor area by more than the smaller of 25% or 500 m <sup>2</sup> .	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Location (Sec. 2)</li> <li>• Design (Sec. 3)</li> <li>• Occupant Access (Sec. 7)</li> </ul>
<b>Minor vertical additions</b> are additions that add an additional floor level (mezzanine or storey) to a building that increases the total aggregate floor area by less than the smaller of 25% or 500 m <sup>2</sup> .	<ul style="list-style-type: none"> <li>• Size (Sec 1)</li> <li>• Design (Sec. 3)</li> <li>• Occupant Access (Sec. 7)</li> <li>• Location (Sec. 2) – where practical*</li> </ul>

\* Municipal planners will work with permit applicants to ensure that the recycling space meets as many of the location requirements as practical.

### 1. Size of Recycling Storage Space

In addition to storage space for the deposit and collection of refuse:

- 1.1 The minimum size of the centralized recycling storage space for multi-family residential buildings and hospitality lodgings shall be the **greater** of:
  - a) 5 m<sup>2</sup> or the space allocation determined by multiplying the number of housing units by 0.19 m<sup>2</sup>

**In the case of hospitality lodgings**, requirements are the same as multi-family residential buildings with a maximum of 50 m<sup>2</sup> is required, at which point the frequency of collection can increase beyond once per seven days.

- 1.2 For new multi-family building construction only, the centralized recycling storage space shall also include a “Flex Space” for storage of other reusable or recyclable materials. The required size of this space is 50% of the space allocation for recyclable materials specified in Section 1.1.
- 1.3 The minimum size of the centralized recycling storage space for commercial buildings shall be the greater of:
  - a) 4 m<sup>2</sup> or the space allocation determined by multiplying the commercial floor area by the space allocation ratios defined in the table below for the listed building type:

Building Development Type	Space Allocation per m <sup>2</sup> of floor area
Retail	0.015 m <sup>2</sup>
Office	0.005 m <sup>2</sup>
Large Venue	0.011 m <sup>2</sup>
Restaurant	0.022 m <sup>2</sup>

- a) space allocation for each building type is required up to the maximums listed below, after which increased frequency of collection may be used to provide adequate recycling capacity:

Building Development Type	Maximum Required Space Allocation
Retail	20 m <sup>2</sup>
Office	50 m <sup>2</sup>
Large Venue	30 m <sup>2</sup>
Restaurant	30 m <sup>2</sup>

## 2. Location of Recycling Storage Space

- 2.1 The location of the centralized recycling storage space must be:
  - a) on the lot of the structure it serves;
  - b) in an area such that noise and odour impacts to building occupants and neighbouring developments are minimized;
  - c) at ground level, or no more than one story below grade; and
  - d) adjacent to the designated garbage storage area for the development.
- 2.2 The centralized recycling storage space shall not be located in any of the following positions:
  - a) in alleys or other publicly owned rights-of-way where it may disrupt traffic circulation patterns;
  - b) between a street-facing facade of the structure and the street if the area is located outdoors;
  - c) in any required driveways, parking aisles, or parking spaces for the structure; or
  - d) in any location that may block or impede fire exits, public rights-of-ways or pedestrian and vehicular access.
- 2.3 Notwithstanding the location requirements of sub-sections 2.1 and 2.2, the centralized recycling storage space must be located so as to comply with applicable building codes, fire codes, safety requirements, or other building requirements of <Municipality Name>.

### 3. Design of Recycling Storage Space

- 3.1 The recycling storage space must:
- a) have a level and hard-surfaced floor;
  - b) be configured to allow each recycling storage container to be individually accessible so as to be removed and replaced without having to take out other containers;
  - c) be configured such that no horizontal dimension (width or depth) is less than 2 m;
  - d) have an entry point no less than 1.5 m in width for multi-family buildings over 25 units and for all commercial developments;
  - e) ensure adequate ventilation to the exterior of the building, in compliance with applicable building code requirements for the storage of garbage;
  - f) be sufficiently secure to minimize pest and wildlife access;
  - g) 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;
  - h) be well lit, both as a security measure and for ease of access; and
  - i) have white or pale-coloured interior walls to enhance lighting, if the storage area is enclosed.

### 4. Temporary Recycling Storage Area

- 4.1 If the loading area will be located farther than 100 feet from the recycling storage space, a temporary recycling storage area for recycling containers must be provided for use on collection days.
- 4.2 The temporary storage area must:
- a) have a level and hard surfaced floor;
  - b) be configured such that no horizontal dimension (width or depth) is less than 1 m;
  - c) be located at ground level within 100 feet of the loading area to facilitate collection;
  - d) be connected to the loading area and recycling storage space via a level grade or continuous slope of no more than 6%;
  - e) be equal in size to 45% of the recycling storage space allocation; and
  - f) be available for recycling container storage on the day of collection but may be used for other purposes at other times.

### 5. Loading Area

- 5.1 The loading area for the collection vehicle to service one recycling storage containers at a time must meet the following minimum design criteria:
- a) be located away from the fresh air intakes for the building;
  - b) be connected to the recycling storage space or temporary recycling storage area via a level grade or continuous slope of no more than 6%, to facilitate movement of wheeled recycling containers from the recycling storage space or temporary recycling storage area to the loading area for servicing.
- 5.2 If the loading area is to be located on the building site, it must also meet the following minimum design criteria:
- a) be directly accessible by a driving surface meeting the Vehicle Access Route requirements;
  - b) have an appropriate slope as per applicable building code requirements, to facilitate drainage to the designated stormwater management system for the site, and to avoid settling of liquids within the loading area;

- c) be constructed to accommodate the weight of a 28-tonne collection vehicle; and
- d) maintain 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, etc.).

## 6. Vehicle Access Route to Loading Area

- 6.1 Vehicle access route requirements are triggered for developments expecting collection vehicles to access a loading area within the building site.
- 6.2 The vehicle access area must be located such that collection vehicles are not required to reverse onto a public road.
- 6.3 The vehicle access route, whether intended to be indoors or outdoors, must:
  - a) be configured in such a way as to allow a collection vehicle to drive up to the loading area, collect the garbage/recycling, and leave 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;
  - b) 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;
  - c) be constructed to accommodate the weight of a 28-tonne collection vehicle;
  - d) provide a minimum width of 4.5 m throughout the vehicle access route and access driveways with a minimum width of 6 m at the points of entrance and exit for the site;
  - e) maintain a minimum vertical clearance of 4.4 m throughout the entire access route;
  - f) provide the collection vehicle a minimum turning radius of 12.5 m throughout the entire access route; and
  - g) ensure that the slope of the access route does not exceed 6%.
- 6.4 The site plan must include a diagram illustrating the anticipated movement of the collection vehicle through the building site, including dimensions for minimum width, height and turning radii throughout.
- 6.5 Where the Official Community Plan (OCP) or other regulatory instruments used by <Municipality Name> indicate a preference for particular access configurations, the Development Proponent should indicate how any additional configuration requirements stemming from <Municipal Bylaw Citation> will be met.

## 7. Occupant Access

- 7.1 The recycling storage space must be accessible to all occupants of the development, including those with restricted mobility.
- 7.2 The occupant access provisions of the recycling storage space must be shown on the site plan.
- 7.3 The distance that occupants must travel to reach the recycling storage space must be similar to the distance travelled to reach the refuse containers.