

# REFUSE AND RECYCLING ENCLOSURE MINIMUM STANDARDS AND GUIDELINES (March 2004)

## Purpose

This handout provides a summary of the minimum standards and recommended guidelines for the construction of refuse and recyclables container enclosures in the City of Ventura. These standards and guidelines apply to the following types of projects:

- Design Review
- Planned Development Permits
- CUP
- Change of operations
- Existing facilities or trash management found to be inadequate (enforcement action).

The standards and guidelines for enclosure designs described in this handout will provide adequate space for recycling containers to reduce barriers to recycling for the City of Ventura's residents and businesses and reduce storm water runoff from refuse containers. The benefits to the community from adhering to these provisions include increased recycling to conserve natural resources, job creation, and extended local landfill capacity and reduced runoff of pollutants and litter into waterways.

**Note: Minimum Standard conditions required by the City will be indicated by the symbol **S** and MUST be incorporated into the construction of all new enclosures. These standard conditions are also listed on the Design Spec Standards for trash and recyclables enclosures provided by the City's Engineering Division.**

**Guidelines will be indicated by the letter **G**. The City strongly recommends that these provisions be incorporated into the construction of all new enclosures and may request them for specific circumstances.**

## Design and Location Standards

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- S** Enclosures shall be designed such that there is sufficient space to accommodate at least one 3-cubic yard trash bin AND one 3-cubic yard recycling bin.  
Note: The table below provides space allocation guidelines for refuse and recyclable collection areas based on land use types.
- S** Enclosures shall have completely solid walls and completely solid gates a minimum of 6 feet in height, and of a sufficient height, within the parameters of the City's Zoning Ordinance for the specific zoning district, to totally screen the trash and recycling bins. Chain link fence or other types of enclosures are not permitted.
- S** Slope: The approach pad to the enclosure shall be constructed of concrete and shall slope away 8 feet beyond the face of the enclosure at a slope of 2%.
- S** Enclosure doors shall have a lockable latch that can be secured with a padlock.
- S** Enclosures may not be located in any required parking, landscape, or setback area. Approval of a variance by the Planning Division may be required for exceptions to parking, landscape, or setback requirements where there are no other feasible placement alternatives.
- S** Enclosures may not be located in alleyways or other publicly owned rights-of-way, where they may disrupt circulation patterns.

- S Truck Access: For collection purposes, 25 feet of vertical clearance shall be required for enclosures containing 3-cubic yard bins. Collection methods for 20 or 40-cubic yard bins shall require 30 feet of vertical clearance.
- S The area in and around the enclosure shall be maintained and in good repair at all times as would be reasonably expected for a development of this type. Non-compliance with this standard may result in code enforcement action.
- G To prevent illegal dumping, the City recommends that enclosures for all businesses be designed in such a way that the bins cannot be accessed after business hours.
- G Recycling bins should be located in the same enclosure as refuse bins whenever possible. If, because of space limitations, property configuration, or other considerations, the bins should be in separate locations, the recycling bins should be located so that they are as convenient as the refuse bins.
- G Aesthetic Considerations:
  - a. The bin enclosures should be designed to be architecturally compatible with nearby structures.
  - b. The perimeter of the recycling enclosure should be planted with landscaping, such as a combination of shrubs and/or evergreen vines.
  - c. Wherever possible, the bin enclosures should be located so that it is not visible from the street. Also, the gate of the enclosure should not open toward the street.
- G Proximity: Each recycling and refuse enclosure should be located no greater than 150 feet from the nearest point of the building it is servicing.
- G Convenience: Each recycling and refuse enclosure shall be designed to allow convenient access (i.e. through a pedestrian opening) by users without having to open the main enclosure gates. In cases where chutes are being constructed for access to garbage bins, chutes should also be constructed for access to recycling.
- G Additional Considerations:
  - a. Interior Systems: Developers are encouraged to include recycling space or systems within each office or individual residence, such as roll-out drawers for recycling containers below sinks (recommended space allocation is three cubic feet). Recycling chutes, if they are used, should be fire-proof, cleanable, and secure.
  - b. Interior Access: In multi-story buildings, the developer is encouraged to provide space for recycling bins and refuse disposal on each floor, in addition to a main collection area accessible for pickup of refuse and recyclables.
  - c. Labeling: The international recycling logo (three chasing arrows) should be placed on the exterior of each enclosure where recycling containers are located.
  - d. Education: In multi-unit developments, at the time a lease or rental agreement is signed, the manager or homeowner's association representative, or other appropriate agent of the owner or owners of each residence should inform all new tenants of the availability of recycling, the location of the recycling collection site(s), and the materials that may be recycled.

## Space Allocation Guidelines for Refuse and Recyclables Collection and Loading Areas

LAND USE	SIZE / SCALE	MINIMUM REQUIRED SPACE FOR BINS
<b>Multi-Unit Residential</b> (where 5 or more units share one bin)	First 20 Units	Space for one 3 cy refuse bin and one 3 cy recyclables bin
	Each Additional 20 Units <sup>1</sup>	Space for one 3 cy refuse bin and one 3 cy recyclables bin
<b>Office and General Commercial</b>	First 20,000 sf	Space for one 3 cy refuse bin and one 3 cy recyclables bin
	Each Additional 20,000 sf <sup>1</sup>	Space for one additional 3 cy bin for refuse or recyclables <b>Or substitute:</b> Space for 40 cy bin, to replace the 3 cy bins for refuse and/or recyclables*
<b>Retail</b>	First 8,000 sf	Space for one 3 cy refuse bin and one 3 cy recyclables bin
	Each Additional 8,000 sf <sup>1</sup>	Space for one additional 3 cy refuse bin and one additional 3 cy recyclables bin <b>Or substitute:</b> Space for one 3 cy bin for refuse or recyclables and one 40 cy bin for refuse or recyclables*
<b>Industrial</b>	First 20,000 sf	Space for one 3 cy refuse bin and one 3 cy recyclables bin
	Each Additional 20,000 sf <sup>1</sup>	Space for one additional 3 cy bin (refuse or recyclables) <b>Or substitute:</b> Space for one 3 cy bin for refuse or recyclables and one 40 cy bin for refuse or recyclables*

\* The footprint of a 40 cubic yard bin is 22 feet x 8 feet. The recommended space requirements for one bin is 24 feet x 10 feet.

<sup>1</sup> Or fraction thereof.

## Stormwater Standards and Guidelines

### Level 1 - Applies to All New Bin Enclosures

- S All trash and recyclables enclosures shall have a solid roof. The roof shall have a minimum clearance height of at least 9 feet to allow the bin lid to completely open.
- S Rainwater or wastewater shall not discharge from enclosures or compactors at any time.
- S The area shall be protected from receiving direct rainfall or run-in from collateral surfaces.
  
- G Whenever possible, rainwater from the enclosure roof should discharge into surrounding landscape.

**S** = Mandatory Standard

**G** = Recommended Guideline

## Level 2 - Applies to Bin Enclosures Requiring Sewer Hookups

*Any new or re-development having the potential to generate the following types of waste is subject to Level 2 requirements described below and must undergo an “Enclosure Review” by the City Wastewater Division:*

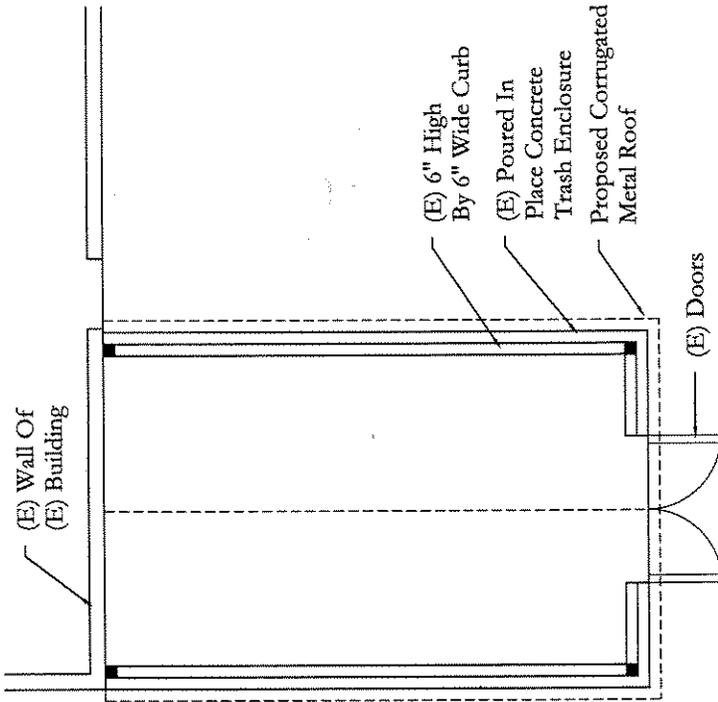
- *Automotive fluid waste – including gas station, auto repair, oil change centers, and facilities with similar wastes.*
- *Food waste – including restaurants, food preparation businesses, facilities with large kitchens, and facilities with similar wastes.*
- *Industrial waste– any industrial or commercial business that uses significant quantities of solvents, lubricating grease, oil, or similar wastes.*

- S The connection must be approved by the City Wastewater Division.
- S Enclosure must include a traffic rated, trench drain and grate along the inside front edge of the trash enclosure to preclude any liquids from discharging from the trash enclosure. This drain must incorporate a sediment trap and strainer with removable bucket and connect to a suitable clarifier prior to discharging wastewater into the City sanitary sewer.
- S All enclosures with sewer connections shall have a water connection to provide for cleaning inside the enclosure area. The hose bib must be recessed in wall to prevent damage from bins.
- S Discharges to the sanitary sewer shall flow through a grease trap with minimum capacity of 35 gallons per minute (70 lb.).
- S Wastewater generated by trash enclosure cleaning shall be discharged to the sanitary sewer via a suitable drain or shop vacuum. Wastewater discharges or potential discharges to the parking lot, street, or storm drain are an Illicit Discharge and a violation of the City municipal code.
- G Leaky bins should be exchanged for a leak-proof bin by contacting the waste hauler.

## Fire Prevention Standards and Guidelines

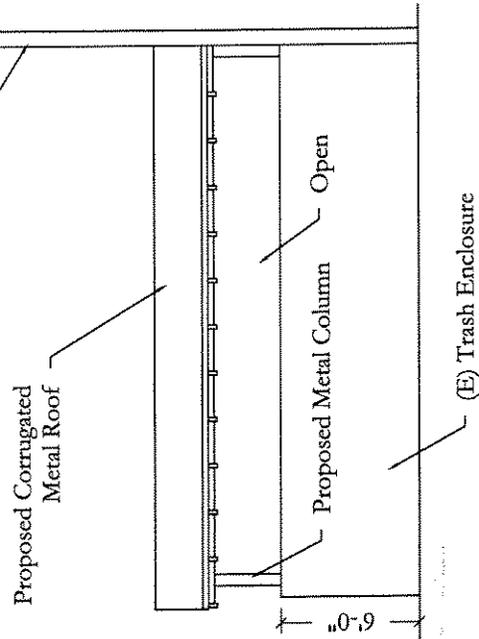
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- S Location on Property: When an enclosure is located within 3 feet of a property line the wall on the property line must be a firewall extended to the roof.
- S Fire Sprinklers:
  - a. Enclosures attached to a fire sprinklered building must have sprinklers extended into the enclosure.
  - b. Detached (10' min. from bldg.) covered enclosures (not over 500 sq. ft in area) are not required to be fire sprinklered.
  - c. Enclosures attached to non-sprinklered building are not required to be spinklered.
- S Roof Construction: When located within 3 feet of a property line or within 10 feet of a building the roof structure shall be constructed from noncombustible material.
- G All enclosure roofs should be constructed from noncombustible materials, as fires in the trash bins are very difficult to extinguish when covered, and saving a combustible roof is not likely feasible.



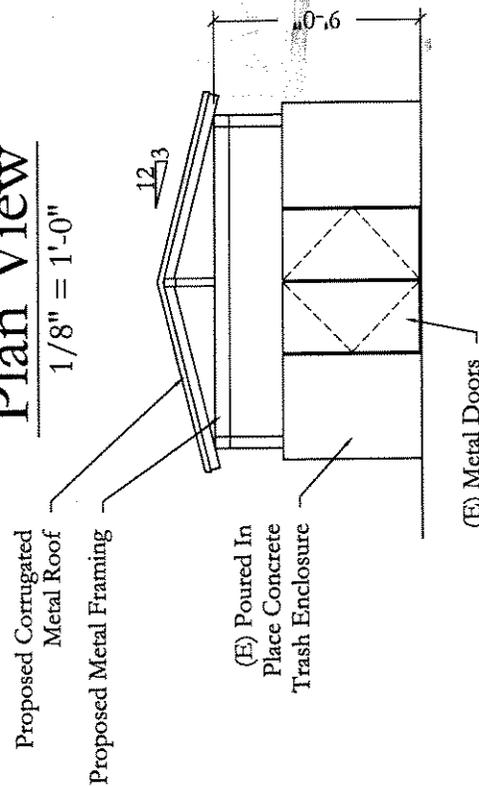
**Plan View**

1/8" = 1'-0"



**Side Elevation**

1/8" = 1'-0"



**Front Elevation**

1/8" = 1'-0"