

**CITY OF TORONTO REQUIREMENTS
FOR GARBAGE, RECYCLING AND
ORGANICS COLLECTION SERVICES
FOR NEW DEVELOPMENTS
AND REDEVELOPMENTS**

LAST REVISED: MAY 2012

TABLE OF CONTENTS

PART I - INTRODUCTION

GENERAL INFORMATION	PAGE 3
DEFINITIONS	PAGE 4

PART II - GENERAL REQUIREMENTS

GENERAL COLLECTION REQUIREMENTS	PAGE 8
CRITERIA TO BE MET PRIOR TO THE COMMENCEMENT OF CITY OF TORONTO SOLID WASTE COLLECTION SERVICES	PAGE 9

PART III - COLLECTION SERVICE REQUIREMENTS

CURBSIDE DOOR TO DOOR GARBAGE, RECYCLING, ORGANICS COLLECTION AND STORAGE	PAGE 11
MULTIPLE HOUSEHOLD COLLECTION AND STORAGE	PAGE 12
LIVE/WORK COLLECTION AND STORAGE	PAGE 19
MIXED USE COLLECTION AND STORAGE	PAGE 20
COMMERCIAL COLLECTION	PAGE 20
INDUSTRIAL	PAGE 20
OTHER DEVELOPMENTS	PAGE 21

APPENDIX A – APPLICATION/AGREEMENT FOR GARBAGE, RECYCLING AND ORGANICS COLLECTION AT
MULTIPLE HOUSEHOLD RESIDENCES

APPENDIX B – APPLICATION/AGREEMENT FOR GARBAGE, RECYCLING AND ORGANICS COLLECTION AT
HOUSEHOLD RESIDENCES

If you have any questions regarding these requirements or the development application review
process please call (within Toronto city limits): **311**

Outside City limits: **416-392-CITY (2489)**

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

PART I - INTRODUCTION

GENERAL INFORMATION

The City of Toronto's Development Engineering Section of Technical Services, in consultation with Solid Waste Management Services, reviews all applications made under the *Planning Act*. Developments that do not go through a *Planning Act* application process, including proposals to change collection points, method of collection, alterations to an existing enclosure, 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 of its original size, must be reviewed by Solid Waste Management Services.

In order to qualify for City of Toronto solid waste collection services, new developments, including existing developments currently receiving private collection services that apply and meet the City's eligibility criteria must adhere to the requirements outlined in this document. It should be noted that 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 any processes required by the *Planning Act*.

Developments, including existing developments currently receiving private collection services, that meet the City's eligibility requirements, must provide the required facilities which allow for municipal collection of waste materials. If the facilities cannot, as determined by the Developer and the General Manager, be provided, the requirements will be listed in the legal documentation concerning the development and notice shall be given to all future owners of the need to provide and maintain private collection services until such requirements are met.

Please refer to the appropriate section within this document when preparing your development application submission to ensure that it contains sufficient details to permit the City of Toronto's Solid Waste Management Services Division to review the submission. Details included with the submission must include:

- access routes
- truck turning movements
- loading facilities
- waste storage facilities
- size and number of garbage, recycling and organics containers to be used
- diversion method
- number of dwelling units in the development/total ground floor area/number of storeys

The City reserves the right to re-review Site Plans in accordance with the time frame as established in the Site Plan Approval. New or additional requirements as a result of operational changes or City

policies may be imposed upon re-review.

The *City of Toronto Requirements for Garbage, Recycling and Organics Collection for New Developments* has been amended to adhere to the City of Toronto's Development Infrastructure Policy and Standards (DIPS) which was approved by Toronto City Council at its meeting held December 5, 6, and 7, 2005.

All municipal collection services are subject to requirements of the applicable by-laws.

Failure to comply with these requirements and any additional requirements imposed by the General Manager will result in collection services not being approved or suspension of collection services.

DEFINITIONS

"Bulky Item" shall mean a household item other than an item for which special collection services are provided, which is larger than 1.2 metres in any one dimension or weighs in excess of 20 kilograms, including furniture of whatever size and weight as may be determined by the General Manager.

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

Chapter 844, City of Toronto Municipal Code, as amended
Chapter 841, City of Toronto Municipal Code, as amended
Chapter 149, Etobicoke Municipal Code, as amended
Borough of East York By-law 1-86, as amended
City of York By-law 2890-78, as amended
City of Scarborough By-law 24478, as amended
City of North York By-law 21732, as amended

"City" shall mean the City of Toronto.

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

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

"Division" shall mean the City of Toronto's Solid Waste Management Services Division.

"Dwelling Unit" shall mean a living accommodation used or designed for habitation by one

person or by two or more persons living together which consists of a room or site of two or more rooms in which both culinary and sanitary facilities are provided for the exclusive use of the person or persons.

"Eligible Commercial Property" shall mean a commercial property or the commercial portion of a mixed residential/commercial property within the City which meets the requirements contained in Chapter 841 of the Municipal Code, to which the City provides services.

"Garbage" shall mean waste other than recyclable materials, organic materials, yard waste, items for which special collection services are provided and prohibited waste.

"Garbage Bin" shall mean a container owned by the City and made available to an owner who receives curbside collection services.

"Garbage Collection Services" shall mean those services provided by the City or its agent(s) for the removal of garbage from eligible properties within the City.

"Garbage Tag" shall mean a specially marked tag designed for owners of household residences to put out garbage for collection.

"General Manager" shall mean the General Manager of Solid Waste Management Services or his or her designate.

"Ground Floor Area" shall mean the total area of a building between the outside faces of the exterior walls of the storey which is at ground level excluding patios, verandas, garages and porches.

"Household Residence" shall mean a building containing dwelling rooms and/or fewer than nine (9) dwelling units.

"Industry" shall mean an industry involved in the processing or fabrication of products.

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

"Large Commercial Development" shall mean developments for commercial use whereby the development does not meet the criteria for an eligible commercial property.

“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.

“Loading Area” shall mean the entire area associated with City of Toronto solid waste collection front end operations including the Type G loading space, staging area and overhead doors (if applicable) as defined in this document.

“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 which contains nine (9) or more dwelling units.

“Organic Materials” shall mean the materials, other than recyclable materials and yard waste for which the City provides a recovery program as set out in the applicable by-laws.

“Organics Collection Services” shall mean the service provided by the City or its agent(s) for the removal of organic materials from eligible properties within the City.

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

“Planning Act” shall mean the Provincial Legislation R.S.O. 1990, Chapter P. 13.

“Recycling Bin” shall mean a container owned by the City and made available to an owner who receives curbside collection services.

“Recyclable Materials” shall mean the waste items, other than yard waste and organic materials as set out in the applicable by-laws.

“Recycling Collection Services” shall mean the services provided by the City or its agent(s) for the removal of recyclable materials from eligible properties within the City.

“Regulation Container” shall mean a garbage container or a recycling container or a yard waste container or an organics container as defined in the applicable by-laws.

“Residential Bulk Collection” shall mean the collection of eligible waste materials from an approved, properly covered watertight container, in sound and good working order with a capacity greater than 0.75 cubic metres (1 cubic yard) and no more than 4.6 cubic metres (6 cubic yards) and compatible with the equipment used by the City for the provision of waste collection services.

“Residential Curbside Collection” shall mean the collection of garbage, recyclable materials, organic materials and yard waste in the appropriate regulation containers described in Chapter 844 of the Municipal Code, at a collection point that is at or near a curb.

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

“Special Collection Items” shall mean items as listed in Schedule A, Chapter 844 of the Toronto Municipal Code.

“Staging Area” shall mean the area in front of the Type G loading space designed for the manoeuvring of the front end containers. For every 50 units above 50, an area of 5m² is required.

“Type G Loading Space” shall mean the space required for City of Toronto solid waste front end collection vehicles to collect material from front end containers as defined by the vertical clearance, width, length (excluding the staging area) and grade minimum dimensions in the table on page 16 of this document.

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

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

“Waste” shall mean garbage, recyclable materials, organic materials, yard waste and prohibited waste.

PART II – GENERAL REQUIREMENTS

GENERAL COLLECTION REQUIREMENTS

Outlined below are general requirements for City collection services. Specific requirements based on the different types of developments are presented following this section. Please refer to the applicable By-laws for specific requirements for collection.

- The provision of City of Toronto solid waste services is subject to fees as outlined within Municipal Code, Chapter 844 - Article VII.
- The City of Toronto provides garbage, recycling and organics collection services to all locations eligible for City collection. All new developments must participate in diversion programs.
- The City provides regularly scheduled collection services to eligible property classes 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, recycling, organics, yard waste and special collection items only in accordance with the applicable by-laws.
- Collection services are provided for non-prohibited waste only. The City of Toronto does not collect materials including but not limited to items such as hazardous waste, pathological waste, building materials and liquid waste. Refer to the applicable by-laws for further details.
- The City does not provide yard waste collection services to commercial establishments.
- The City will collect bulky items at approved collection point(s) and in accordance with the applicable by-laws. The City does not provide this service to commercial establishments.
- The City reserves the right to refuse or discontinue collection services to properties that do not adhere to the requirements contained in this document or the applicable by-laws (refer to the Municipal Code, Chapter 841 - Article II and Chapter 844 - Article II).
- The frequency of service is dependent on the type of development and location within the City.
- Property management is responsible to arrange for the moving of containers during collection if required. The City will not be responsible for collecting containers that cannot be accessed by the collection vehicle.
- The City is not responsible for any damages to private access roads caused by normal use. Private access roads must be able to safely support a fully loaded collection vehicle.

- An application/agreement form must be completed by the Owner, Property Manager or Agent prior to the commencement of collection services. A copy of the application/agreement form is attached in the Appendices of this document.

CRITERIA TO BE MET PRIOR TO THE COMMENCEMENT OF CITY OF TORONTO SOLID WASTE COLLECTION SERVICES

The Developer will be responsible for solid waste collection services generated by the development until the following criteria, where applicable, have been met and the site has been inspected and approved by Solid Waste Management Services staff.

- The location is accessible. All roads, driveways, and private accesses leading to the collection points have been completed to at least base curb and base asphalt as per the approved plan with no obstructions related to construction and move-ins.
- Winter maintenance is being performed on all roads.
- Boulevards must be rough graded.
- Collection points must be free and clear of debris and construction waste.
- Loading area(s) and storage area(s) are complete and constructed of 8" (0.2m) thick reinforced concrete as per the approved Site Plan.
- 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 Professional Engineer that the structure can safely support a fully loaded collection vehicle weighing 35,000 kilograms.
- The development must have a minimum 75% occupancy per building or project/phase.
- Each new development requesting front-end or curbside collection on a private road(s) must apply for City of Toronto collection services. A copy of the applicable application/agreement form must be completed after 75% occupancy has been achieved. A copy of these forms can be found in the Appendices of this document.
- Each new development requesting front-end City of Toronto collection services must submit a Waste Management Plan to Solid Waste Management Services for approval.
- 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 waste collection service and requirements of the prospective owner/tenant regarding storage and collection. A copy of the disclosure document must accompany the application/agreement for service and details form part of the site plan agreement.

- The application/agreement and disclosure forms have been received and approved by the City.
- Other criteria relating to access and safety issues may be requested, where applicable.
- Each site will be inspected prior to the commencement of solid waste collection services to ensure that the development has complied with all requirements for City of Toronto collection services.

During the time the Developer is responsible for solid waste collection services, the Developer must adhere to the Environmental Protection Act – Ontario Regulation 103/94, specific to source separation programs.

PART III – COLLECTION SERVICE REQUIREMENTS

CURB SIDE DOOR TO DOOR GARBAGE, RECYCLING, ORGANICS COLLECTION & STORAGE

Collection

Where a household residence can be serviced by a public street, the following conditions will apply and must be met in order to be eligible for curbside door to door collection of garbage, recyclable and organic materials:

- The garbage or recycling bin must be able to be placed one half of a metre away from the organic container at the curb for collection.
- Overhead clearance above the collection point must be a minimum of 4.4 metres.

Where a household residence can only be serviced by a private street or mews in compliance with DIPS standards, the following conditions will apply and must be met in order to be eligible for curbside door to door collection of garbage, recyclable and organic materials:

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

Where a household residence can only be serviced by a public laneway, the following conditions will apply and must be met in order to be eligible for curbside door to door collection of garbage, recyclable and organic materials:

- The eligible property to be serviced must have an address on the public laneway.
- The collection vehicle must be able to enter and exit the public laneway in a forward motion.
- The laneway pavement width must be a minimum of 3.5 metres (clear width) in an existing laneway and a minimum of 6 metres (clear pavement width) in a new laneway.

- Turning radii onto the laneway must be a minimum of 9.5 metres inside and 14 metres outside.
- Overhead clearance throughout the laneway must be a minimum of 4.4 metres.

Storage

The owner must provide a ventilated internal space, external to the living area and on private property, of sufficient size to store separated waste materials generated between collections. A minimum of 1 metre wide by 3 metres in length by 1.5 metres in height is required to store one recycling bin, one organics collection container and one garbage bin. Storage must be sufficient to store garbage and recyclable materials for a minimum of two weeks, organics for a minimum of one week, yard waste and bulky items/electronic waste as required.

The location of the storage must be adjacent to the collection point and the resident must be able to travel to the collection point with the waste containers external to the living area.

The location of the storage area(s) will be to the satisfaction of the General Manager.

MULTIPLE HOUSEHOLD COLLECTION & STORAGE

Residential developments with 9 and up to 30 units are eligible for multiple household bins for garbage, recycling and organic materials at the discretion of Solid Waste Management Services.

Front-end collection services will be provided to large residential developments (31 units and above) for garbage, recycling and organics materials.

Diversion Program Requirements

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

Waste Diversion Methods:

It is the responsibility of the Developer and Property Manager to provide and maintain a waste diversion system using one of the following methods subject to the approval by the General Manager:

- i) No chute provided that there is a central waste collection and waste diversion facility on the ground floor and subject to the approval by the General Manager;**
- ii) Single chute with a tri-sorter;**
- iii) Two separate chutes with one of the chutes equipped with a dual sorter; or**
- iv) Three separate chutes.**

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

The building is required to be designed in a manner that prohibits access to any waste storage room(s) equipped with a compactor(s) for the safety of the residents and the general public.

Bin Collection & Storage Requirements

Multiple household bin collection service is typically established at buildings with less than 31 units and/or townhouse complexes, unless otherwise approved by the General Manager. The multiple household bin collection system uses 95 gallon containers compatible with City vehicles for the collection of garbage and recyclable materials.

Bins

- The multiple household bin(s) must be obtained from the City of Toronto.
- An onsite staff/maintenance person is required to move the bins from the garbage/recycling/organics storage room to the collection point which will be curbside.
- All billing matters related to the City of Toronto solid waste collection services are the responsibility of the Condominium Corporation/Property Management.

Storage

- The multiple household bins must be stored internally on private property, external to the living area.
- A centralized waste storage room that is easily accessible by all residents and designed in such a way that all multiple household bins are accessible by the residents, easy to manoeuvre and able to be placed out for collection, must be provided.
- The storage room must be large enough to accommodate the following: 2 square metres for every 5 units for the garbage stream, 2 square metres for every 4 units for the recycling stream (including bulky items and electronic waste) and 2 square metres for every 4 units for the organics stream.
- The storage room must conform to the same building and fire codes and all other applicable legislation.
- The storage room must be kept clean and free of debris at all times.

Access

- Multiple household bins must be brought to the curb for collection. No loading facilities are required.
- Access is the same as curb side door to door collection. Refer to that section for details.

Application for Service

- Each development requesting solid waste collection services must apply for this service with the City of Toronto before collection commences. A copy of the application/agreement form must be completed after 75% occupancy is achieved. A copy of this form can be found in the Appendices of this document.
- Each site will be inspected prior to approval to ensure that the development has complied with all requirements for garbage, recycling and organic collection.

Front-End Collection & Storage Requirements

The following requirements apply to front-end garbage, recycling and organics collection services for developments with 31 units and above. Front-end containers are required for all three streams: garbage, recycling and organics.

Compacted Collection Requirements apply to locations with a chute system and are mandatory for developments with 31 units and above. Uncompacted Collection Requirements apply to locations such as stacked townhouses with underground parking garages where the front-end containers may be placed at convenient locations throughout the development or for residential locations with 31 to 49 units, at the discretion of the General Manager of Solid Waste.

Front-end collection consists of specially designated containers, no larger than 4.6 cubic meters (6 cubic yards) per container for garbage and recycling, and no larger than 2 cubic meters (3 cubic yards) for organics.

Front-end Containers

- Front-end containers compatible to City collection vehicles are required.
- All containers must have the following:
 - A locking mechanism to secure the lid(s) in a closed position,
 - A locking mechanism to prevent the container from rolling when set out for collection,
 - City approved numbering

Refer to Chapter 844, Article III for regulation container specifications.

Compacted Front-end Collection & Storage Requirements

Waste Storage Room

- A waste storage room built according to all applicable building codes and large enough to store all waste containers between collection days must be provided in each building. The room must be large enough to permit movement of the containers, to allow for washing of the entire area and containers, and provide additional space for future program expansion.
- The waste storage room must provide a minimum floor space of 25 square metres for the first 50 units (to accommodate containers and the compactor) plus an additional 13 square metres for each additional 50 units.
- A minimum of 10 square metres must be provided for uncompacted waste such as bulky items and items eligible for special collection services.

- The waste storage room must be designed in such a way that all front-end containers can be placed out for collection in the loading area.
- All front-end containers must be stored inside until 7:00 a.m. on collection days and must be returned to the waste storage room immediately following collection.
- The waste storage room must be kept clean and free of debris at all times.

Compaction Unit

A stationary compaction unit must be installed in each building and secured at all times.

Pressure should be set at 5500 kPa (800 lbs/square inch).

Loading Area

The following chart illustrates the minimum dimensions of a loading area required for City of Toronto solid waste collection services:

Type G Loading Space and Staging Area	Vertical Loading Clearance	6.1m⁽¹⁾⁽²⁾
	Width	4.0m
	Length	13.0m (Staging Area varies with # of units. Add 5m² for every 50 units >50)
	Grade	+/-2%
O/H Doors	Opening Width	4m⁽³⁾
	Opening Height	4.4m

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

Notes:

⁽¹⁾ Vertical Clearance throughout the Type G loading space and staging area as per floor area.

⁽²⁾ Development will be restricted to using only 2 cubic metres (3 cubic yards) containers. Containers larger than 2 cubic metres (3 cubic yards) will not be collected with this height restriction – staging area in this situation must be outdoors.

⁽³⁾ If the Type G loading space is located indoors, additional width may be required to accommodate turning radii.

- The entire loading area must be constructed of 8” (0.2m) thick reinforced concrete.
- The design of the staging area should not require the jockeying of containers by the driver. If jockeying of containers is necessary, a custodial staff person must be available to manoeuvre the containers for the driver. The City does not allow the driver to leave the collection vehicle.
- If the loading area is enclosed, it shall be adequately ventilated. Fresh air intakes shall not be located in or near any loading area.
- The loading area must be no higher than 0.6 metres above driveway levels.

Access

- The access route and loading area must be designed in such a way as to allow a collection vehicle to enter the site, collect the waste and exit without the need to backup onto a public street. 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 that must be accommodated are presented in the table below.
- 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 wide throughout the site with an unencumbered vertical clearance of 4.4 metres. Consideration should be made regarding width requirements for right or left hand turns that may be required on private property.
- Turning radii of 9.5 metres inside and 14 metres outside should be available throughout the access route. The slope of the access route shall not exceed 8% and provide adequate vertical clearance throughout the access route.

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	9.5 m
Outside Turning Radius	14 m

*These are approximate dimensions. Actual dimensions vary.

- The Site Plan application must include a drawing showing the anticipated travel path of the collection vehicle with dimensions and showing the turning radii throughout the site.
- If the collection vehicle is required to drive onto or over a supported structure (such as an underground parking garage) the City must be provided with a letter certified by a Professional Engineer that the structure can safely support a fully loaded collection vehicle (35,000 kilograms) and conforms to the following:
 - (a) Design Code - Ontario Building Code
 - (b) Design Load - City bulk lift vehicle in addition Building Code requirements
 - (c) Impact Factor - 5% for maximum vehicular speeds to 15 km/h and 30% for higher speeds
- It is the responsibility of the Developer and subsequent Property Owner to ensure that the access route is free of obstructions and protrusions, including, but not limited to, sightline obstructions, overhanging structures and speed bumps at all times. The City is not responsible for collecting waste in the event that the access route is obstructed.
- For safety reasons, pavement markings, warning lights, mirrors and signage may be required.

Uncompacted Front-end Collection & Storage Requirements

Storage:

- A waste storage room built according to all applicable building codes and large enough to store all waste containers between collection days must be provided in each building. The room must be large enough to permit movement of the containers, to allow for washing of the entire area and containers, and provide additional space for future program expansion.
- The waste storage room must provide a minimum floor space of 25 square metres for every 50 units.
- A minimum of 10 square metres must be provided for uncompacted waste such as bulky items and items eligible for special collection services.

The waste storage room must be designed in such a way that all front-end containers can be placed out for collection in the loading area.

All front-end containers must be stored inside until 7:00 a.m. on collection days and must be returned to the waste storage room immediately following collection.

The waste storage room must be kept clean and free of debris at all times

Loading Area

Please refer to *Compacted Front-end Collection and Storage Requirements* for loading area requirements.

Access

Please refer to *Compacted Front-end Collection and Storage Requirements* for access requirements.

Outdoor Waste Storage Enclosure

- If the front-end containers cannot be stored indoors, the containers must be stored in an enclosed structure **minimum** 4 metres wide by 3 metres deep subject to the number of containers required for the development, equipped with an 8" (0.2m) thick reinforced concrete floor.
- A minimum of 10 square metres must be provided for bulky items and electronic waste.
- Double doors must be provided, each door at least 1.83 metres wide, with a securable hold open device.
- A minimum of 6.1m vertical clearance is required within the enclosure.
- Enclosure doors must be opened and secured on collection day and containers 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.
- The applicant is responsible to ensure that the appropriate by-laws have been adhered to in relation to fencing and screening.
- Enclosures must be inspected by Solid Waste Management Services prior to the commencement of City of Toronto solid waste collection services.

LIVE/WORK COLLECTION & STORAGE

Refer to *Curb Side Door to Door or Multiple Household Collection and Storage Requirements in Part III* of this document for waste generated from the "Live" component. Refer to *Commercial Collection* requirements in *Part III* of this document for waste generated from the "Work" component.

MIXED USE COLLECTION & STORAGE

Please refer to each use for the appropriate section within this document for requirements.

COMMERCIAL COLLECTION

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

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

Fees will be charged for garbage collection and enhanced organics collection services. Please contact 3-1-1 for further information.

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

Eligible commercial developments, with appropriate storage and facing a public street, will have their waste materials collected curb side.

Garbage, recyclable materials and organics must be stored on private property between collections.

The storage area(s) must be kept clean and free of debris at all times and satisfy the storage requirements as detailed in Chapter 841 of the City of Toronto Municipal Code.

Large Commercial

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

INDUSTRIAL

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

OTHER DEVELOPMENTS

Other developments not specified in this document will be reviewed on a case by case basis by Solid Waste Management Services.

APPENDIX "A"

APPLICATION/AGREEMENT FORM



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

Reply:
Tel: 416-
Fax: 416-
E-MAIL:

APPLICATION/AGREEMENT FOR GARBAGE, RECYCLING AND ORGANICS COLLECTION AT MULTIPLE HOUSEHOLD RESIDENCES

The Applicant:

(Full Legal Name of Property Owner)

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

(Address of Property and Collection Location)

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

RECYCLING CONTAINERS

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

GARBAGE CONTAINERS

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

ORGANIC CONTAINERS

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

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

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

- The City shall collect garbage no more than twice per week, on such days as the City designates.
- The City shall collect recyclable materials no more than twice per week, on such days as the City designates.
- The City shall collect organics no more than once per week, on such days as the City designates.
- Garbage, recycling and organics shall be separated and set out in compliance with the City's garbage, recycling and organics by-laws (Municipal Code, Chapter 841 and 844) and shall be placed in containers approved by the City.
- Fees set out in the fees by-law (Municipal Code, Chapter 441) are applicable to the City's collection service.
- Prohibited Waste (described in Schedule C of Municipal Code, Chapter 841 and 844) shall not be included in the garbage, recycling and organics which is to be collected by the City.
- All household garbage, recycling and organics must be placed into the appropriate container(s), not on the ground beside the container(s).
- Building and renovation materials shall not be included in the garbage, recycling and organics which is to be collected by the City.
- The Owner(s) shall be solely responsible for maintaining privately-owned containers in good order and for their replacement.
- The Owner shall provide appropriate and physically adequate container(s) for collection of materials. The suitability of the container(s) will be determined by a City Solid Waste Management Services representative.
- The Owner shall notify the City's Solid Waste Management Services of any changes to its contact information.

Garbage, recycling and organics containers shall:

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

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

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

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

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

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

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

Full Legal Name of Owner: _____

Address: _____

Phone Number: _____

Mobile Phone Number: _____

Fax Number: _____

Email address: _____

Signature: _____

Title: _____

(please print)

I/we have authority to bind the Owner.

Dated: _____

Full Legal Name of Property Manager/Owner's Agent: _____

(If signed by Property Manager/Owner's agent)

Address: _____

Phone Number: _____

Mobile Phone Number: _____

Fax Number: _____

Email address: _____

Signature _____

Title: _____

(please print)

I/we have authority to bind the Owner.

Dated: _____

On Site Contact (if different from above): _____

Phone Number: _____

Mobile Phone Number: _____

Please mail or fax completed form to:

APPENDIX “B”

APPLICATION/AGREEMENT FORM



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

Reply:
Tel: 416-
Fax: 416-
E-MAIL:

APPLICATION/AGREEMENT FOR GARBAGE, RECYCLING AND ORGANICS COLLECTION AT HOUSEHOLD RESIDENCES

The Applicant:

(Full Legal Name of Property Owner)

is/are the Owner(s) (the “Owner”) of the property located at

(Address of Property and Collection Location)

(collectively the “Property”) containing _____ units.

The Owner hereby requests and makes application, either directly or by its Property Manager or Agent, who has the authority to bind the Owner, to the City of Toronto (the “City”) for solid waste collection services from the above location and acknowledges the following:

- Adhere to Municipal Code Chapter 844 “Waste Collection, Residential Properties”,
- Fees set out in the fees by-law (Municipal Code, Chapter 441) are applicable to the City’s collection service, and
- Prohibited Waste (described in Schedule C of the Municipal Code, Chapter 844) shall not be included in the garbage, recycling and organics which is to be collected by the City.

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

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

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

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

Full Legal Name of Owner: _____

Address: _____

Phone Number: _____

Mobile Phone Number: _____

Fax Number: _____

Email address: _____

Signature: _____

Title: _____

(please print)

I/we have authority to bind the Owner.

Dated: _____

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

Address: _____

Phone Number: _____

Mobile Phone Number: _____

Fax Number: _____

Email address: _____

Signature _____

Title: _____

(please print)

I/we have authority to bind the Owner.

Dated: _____

On Site Contact (if different from above): _____

Phone Number: _____

Mobile Phone Number: _____

Please mail or fax completed form to: