

# City of Whittlesea Waste Management Planning Guidelines for Multi-Unit Dwellings

## Context

This document provides guidance for architects, builders, planners, developers, designers and building managers when designing waste management (waste, recycling, garden and hard waste) facilities and services for multi-dwelling development (MUDs) designs and plans that are proposed to be submitted to The City of Whittlesea Council for planning approval.

The Guidelines provide for the design, management direction and servicing requirements for the following development categories:

*Two to five dwellings (1-2 storey)*

*Six or more dwellings (2+ storey)*

**All Waste Management Plans submitted to The City of Whittlesea must include:**

- 1. Development Details**
- 2. Waste Generation**
- 3. Waste Systems**
- 4. Bin Quantity, Size and Colour**
- 5. Collection Frequency and Schedule**
- 6. Bin Storage**
- 7. Collection Location**
- 8. Supporting Information**
- 9. Scaled Waste Management Drawings**
- 10. Collection Contractors**
- 11. Signage and Communication**

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## 1. Development Details

Council requires a summary of the proposed land use. This should include:

- Land use zoning;
- Number of floors;
- Number of residential dwellings by size (studio, one, two or three bedrooms); and
- Size of each commercial area and usage type.

The WMP should also outline whether any pre-application discussions were held with Council.

## 2. Waste Generation

An estimate of the weekly volume of different types of waste generated by the development must be provided. Council requires that all residents be provided with waste and recycling services as a minimum.

*Table 1 Waste Services available to residents*

Stream	Entitlement	Frequency
Garbage (Red Lid)	120L	Weekly
Recycling (Yellow Lid)	240L	Fortnightly
Food and Garden Waste Bin* (Lime Green Lid)	240L	Fortnightly
Bundled Branch Collections**	Pre-Booked	Weekly
Hard Waste Collection***	Pre-Booked	2 per year

*\*Food and Garden Waste Bin available to residents for an annual fee arranged by property owner*

*\*\* & \*\*\* Collections are optional services provided to residents*

*Table 2 Waste Generation Rate Estimates*

Dwelling Size	Garbage	Recycling	Green*
<b>Studio/One Bedroom</b>	80L	80L	40L
<b>Two Bedroom</b>	120L	120L	40L
<b>Three Bedroom +</b>	120L	120L	40L

*\*Based on 100m<sup>2</sup> of landscaped area*

Formula to estimate number of waste and recycling bins required per development:  
**= [(no. of dwellings x respective allowance)/collection frequency]/bin size (volume)**

### Equation 1 Waste Volume Calculator Example

Number of Dwellings	Garbage (litres per week)	Commingled Recycling / Paper/Cardboard (litres per week)	Green Waste (litres per week)
2 x 3-bedroom or greater	2 x 120L bins = 240L	2 x 120L bins = 240L	2 x 120L bins = 240L
14 x 2 bedroom	14 x 100L bins = 1,400L	14 x 120L bins = 1,680L	14 x 120L bins = 1,680L
8 x 1 bedroom or studio	8 x 80L bins = 640L	8 x 80L bins = 640L	2 x 240L bins = 480L
<b>Total Waste Generated</b>	2,280 L/week	2,560 L/week	2,400 L/Week

### 3. Waste Systems

Details of operational resourcing for managing waste on-site must be provided. In many multi-unit developments, the responsibility for maintaining bins and bin storage areas, as well as transferring bins for collection, will be the responsibility of the occupier. In some larger developments, it may be appropriate for a Site Manager or elected person of the Owners' Corporation to undertake these waste management tasks.

Detailed descriptions of the waste systems must be provided, including but not limited to:

- Chutes;
- Bin carousels;
- Compaction equipment; and
- Bin tugs and towing devices

#### Developments of Two (2) to Five (5) Dwellings

Are permitted to place their bins on the nature strip where adequate space on the kerbside frontage of the property is available, serviced by the City of Whittlesea. Rear access such as laneways will need to have adequate access with no restrictions to vehicles entering and exiting the laneway or servicing the bins within the laneway.

#### Developments of Six (6) or More Dwellings

Are required to provide on-site waste collection services within the confines of the development, unless permitted otherwise by Council's relevant Department's (Planning, Transportation and Waste Management).

### 4. Bin Quantity, Size and Colour

For MUDs, Council prefers to collect larger shared bins in the aim of decreasing the number required for collection and time taken to collect. Bins collected by Council are required to be Council specified colour and size.

Table 3 Bin Size Chart

Bin Type	120 L	240 L
Height	950 mm	1050 mm
Depth	600 mm	750 mm
Width	500 mm	600 mm

Table 4 Bin Colour Chart

Bin Type	Lid	Base
Garbage	Red	Dark Green
Recycling	Yellow	Dark Green
Green	Light Green	Dark Green

Figure 1 Whittlesea Council Bins



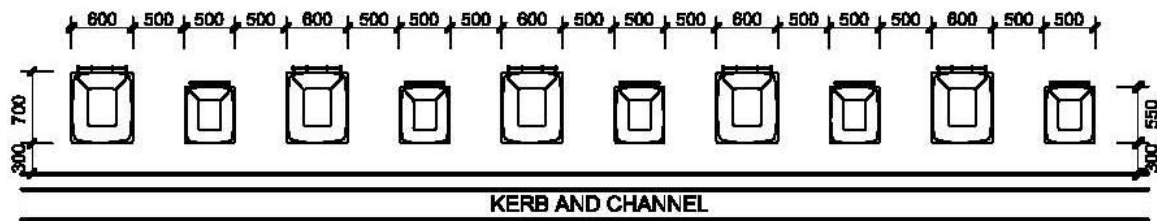
## 5. Collection Frequency and Schedule

Bins are required to be collected during times that accord with Council's existing waste contract requirements:

- Between the hours of 5:00am and 6:00pm, Monday to Friday, on commercial and industrial roads and areas as nominated by Council,
- Between the hours of 6:00am and 6:00pm, Monday to Friday, on main arterial roads as nominated by Council, or
- Between 7:00am and 6:00pm, Monday to Friday, on all other local residential roads.

120L and 240L bins should be placed in a single line for collection, with at least 0.5 metre spacing between bins. These bins are to be placed at least 1.0 metre from light/power poles, trees and/or letterboxes

Figure 2 Appropriate Kerbside Collection Bin Placement



The placement of 120 - 240L bins on the kerbside for greater than 11m is **not** acceptable. Bins such as skips larger than Council's standard must **not** be placed on the kerbside for collection.

**Collection points should not be located:**

- Within 10 Metres of An Intersection,
- Where There Is A Sharp Change in The Road Alignment,
- Near or Within A Traffic Slow Point Device,
- On the Crest of A Hill
- Along Arterial Roads
- In Narrow Lanes with Road Reserve Less Than 4 Metres Width (From Fence To Fence),
- Near Possible Obstructions, Including Trees, Over Hanging Buildings, Overhead Power Lines, Adjoining Bus Stops, Or Any Instance Where the Bin Collection Presents A Safety Hazard.

## 6. Bin Storage

Details of bin storage areas must be provided. Particularly, it must be outlined whether bins will be stored within individual dwellings (either in garages or yard areas) or whether a communal bin area is to be provided within the development.

When designing bin rooms, the following details must be provided accompanied with relevant drawings:

- Bin room size (m<sup>2</sup>)
- Bin layout
- Wash-down area
- Ventilation
- Vermin prevention
- Odour Prevention
- Noise reduction
- Developers should ensure the following when designing bin rooms:
  - Adequate transfer routes with consideration for bin transfer and floor grades
  - Located in a convenient position with internal access for each tenant (as appropriate)
  - Sufficient space for each waste stream
  - Sufficient space for manoeuvring bins within the bin room
  - Shielded from view

### For Developments of Two To Five (5) Dwellings

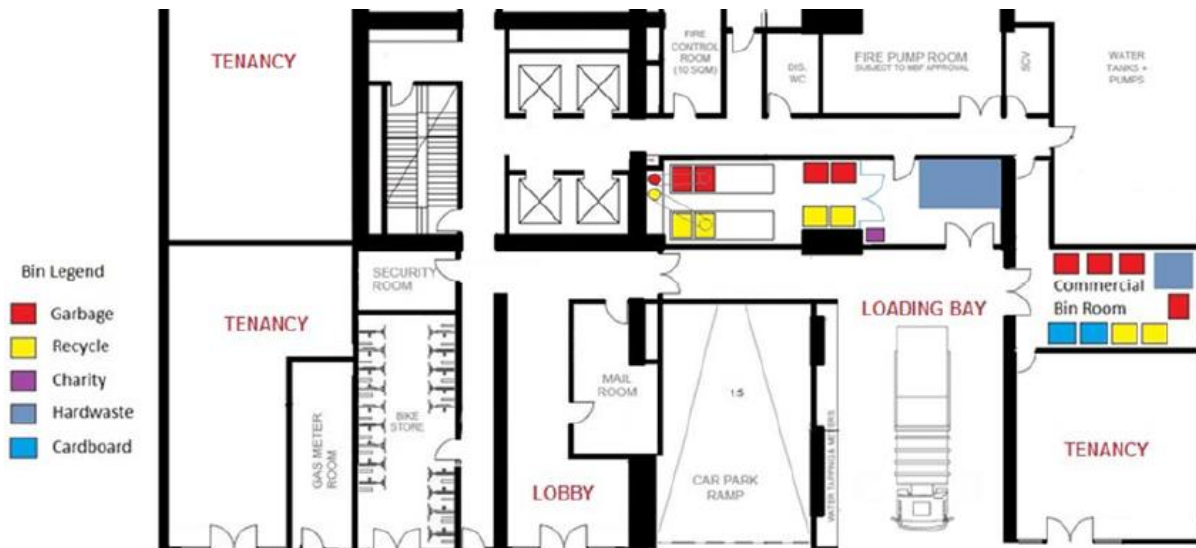
Only use 120L for waste and 240L for recycling with bins to be stored in resident's own yard. In addition to the essential requirements providing design and servicing guidelines above, the following access and bin placement conditions apply for bins collected from developments two to five (5) dwellings:

### For Developments with Six (6) Or More Dwellings:

Use either:

- Option 1: Use 120L bins for waste and 240L bins for recycling with bins stored in resident's own yard.
- Option 2: Use 240L bins for waste and recycling with bins stored in a communal storage area or areas.

*Figure 3 Example of a Bin Storage Room with Loading Bay*



## 7. Collection Location

Council collection is preferred. Where private collection is necessary waste management guidelines provided by Council must be adhered to.

**Specified kerbside Collection Time:** Bins may be presented for collection After 4pm the day prior to collection and must be removed by midnight the day of collection.

Kerbside collection bins may not be presented off the premises outside of the specified collection times to minimise the likelihood of theft, damage, litter, visual clutter and/or footpath blockage.



Currently, City of Whittlesea’s waste fleet is primarily medium rigid vehicles (MRV).

*Table 5 industry standard truck dimensions*

Truck	Width (mm)	Depth (mm)	height
Low Profile Rear loader	1800	6350	2080
Small Rigid (SRV)*	2300	6400	3500
Medium Rigid (MRV)*	2500	8800	4500
Heavy Rigid (HRV)*	2500	12500	4500
Hook Lift (for Compactors)	2500	10000 + Compactor	4500 (Travel) 5000 (Lift)

## 8. Supporting Information

Developers must consider the storage and disposal of hard waste, bundled branch collections, e-waste, charity goods and any other waste stream generated at the site.

Council’s website (<http://www.whittlesea.vic.gov.au/>) should be referred to for relevant fees and charges for additional waste collection services.

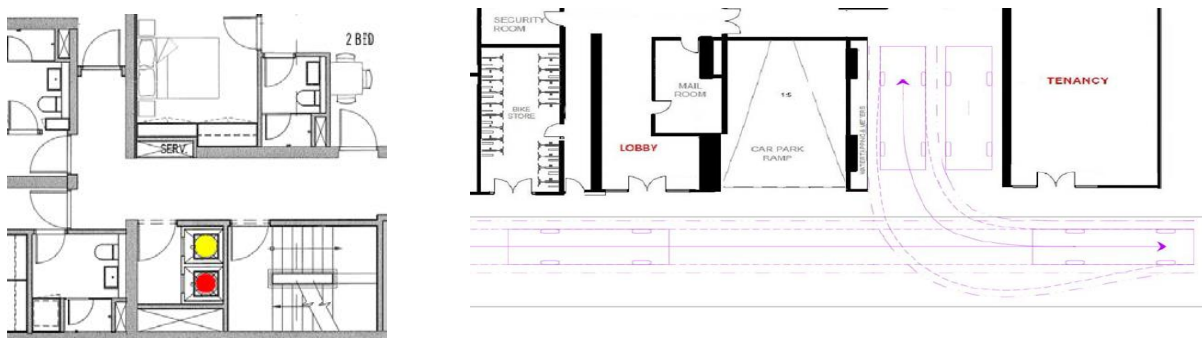
## 9. Scaled Waste Management Drawings

Showing the disposal of waste from the occupant to the final collection point by the collection contractor.

The scaled drawings **must** include:

- Generic residential and commercial floor showing garbage and recycling disposal points
- Waste infrastructure and storage areas including any chutes, carousels, compactors, bins, bin lifters, hard waste, charity bins and green waste areas.
- Clear diagram of movement of each material from disposal, storage and collection points including any gradient/slope/stairs
- Bin presentation location (on-street or on-site) with bin alignment shown for each individual bin showing size and material type
- Swept path diagrams illustrating sufficient access to collection points for all vehicles required to collect from the development.

*Figure 4 Examples of WMP Swept Path Diagrams and Appropriate Storage*





## 10. Collection Contractors

Describe in some detail the arrangement for waste collection by including:

- The preferred collection arrangement for this development i.e. Council or Private
- The arrangements for access and path of access to collection point by caretaker or residents (show in Scaled Waste Drawings Section).
- The location and size of the collection area (show in Scaled Waste Drawings Section) with number and type of bins to be collected.
- The equipment and system to be used for the collection of the waste and recyclables.
- The arrangements for access by collection contractors to collection point (highlight on Plan Drawings including vehicle turning paths) Include discussion on pavement strength, height allowances, turning circles, collection times.
- The frequency of collection by the waste services provider, if a private arrangement is used.

## 11. Signage and Communication

Describe how you are going to ensure that residents understand the waste management requirements of the property. The developer should provide and publish waste management requirements applicable to all tenants, including but not limited to the following:

- Educational materials on correct use of the recycling, food & garden and garbage bins
- Locations of key waste disposal areas (all waste streams, including hard waste storage)

Signs are required within the bin area to encourage correct recycling and reduce contamination. Council provides assistance with recycling signage. Signage may also be provided by the private collection contractor.

Signage is required at communal bin storage areas (if provided) to encourage correct recycling and reduce waste going to landfill. Wherever applicable, signage should be obtained from the Council to ensure consistency or messaging across developments. Include images or examples where appropriate.

# Appendix

Figure 5- Council Vehicle Specifications

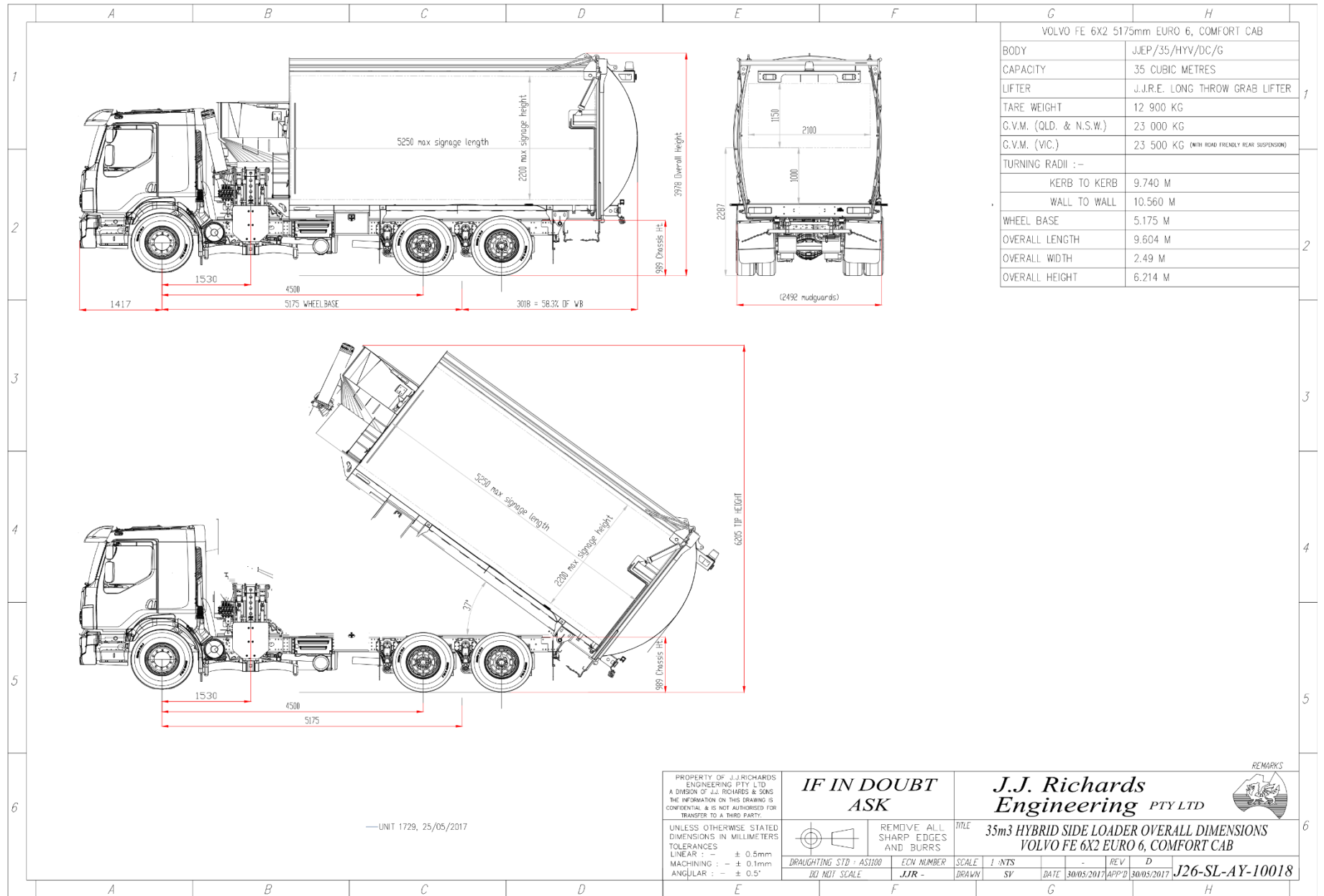


Figure 6- Council Vehicle Specifications

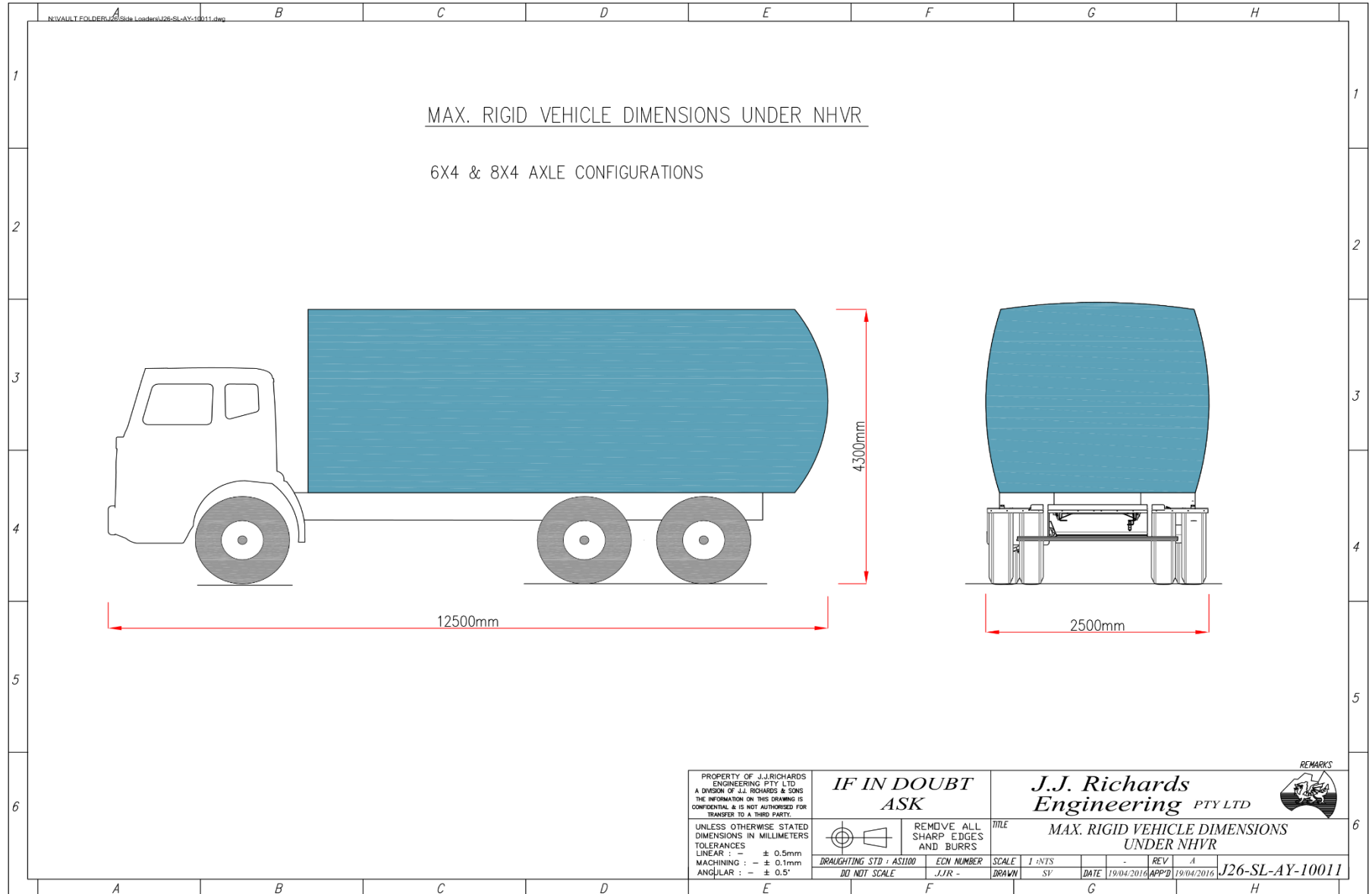
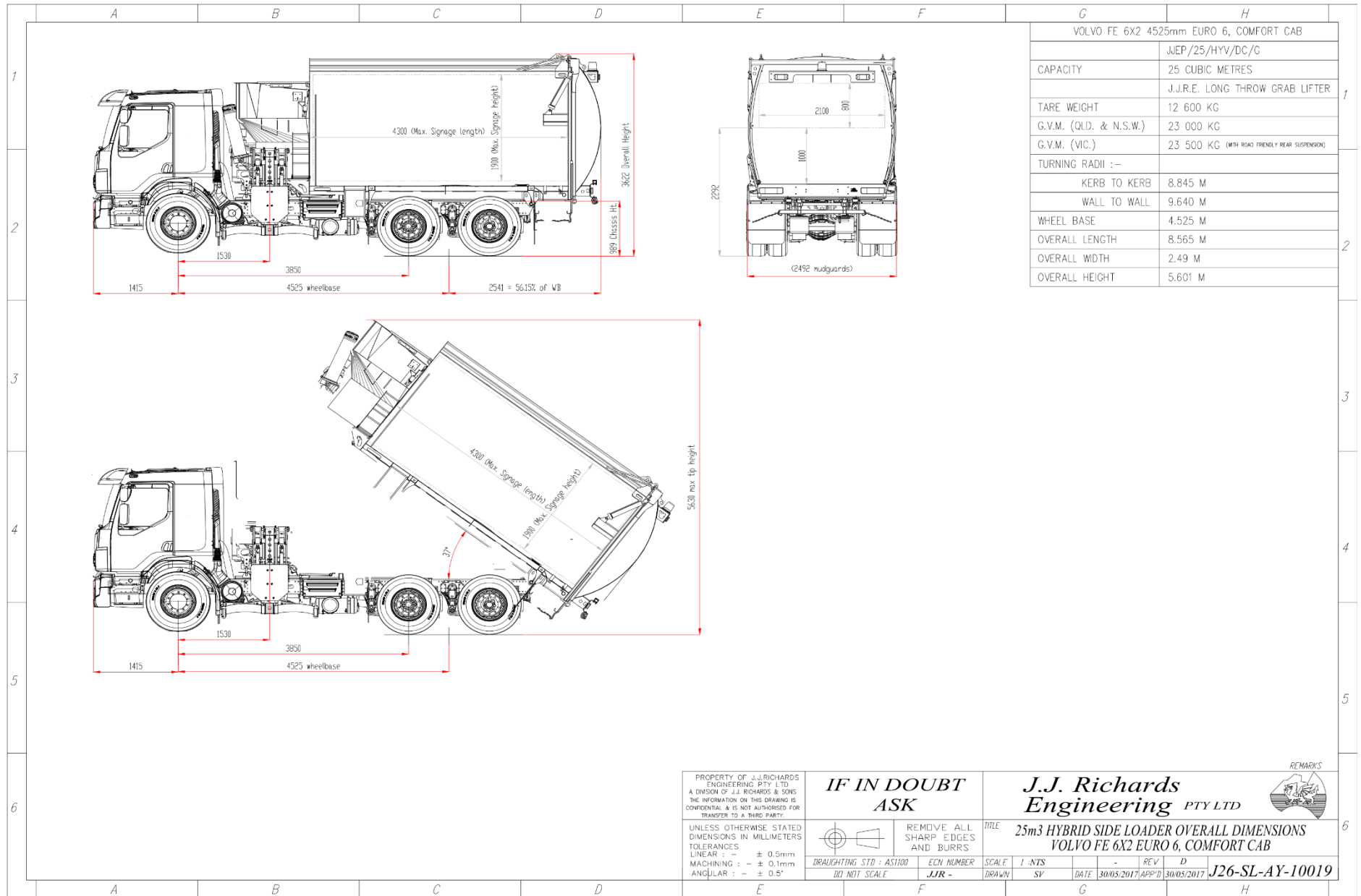


Figure 7- Council Vehicle Specifications



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REMARKS

REV	DATE	APP'D	D
-	30/05/2017	APP'D	30/05/2017

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