



WASTE ENCLOSURE REQUIREMENTS CHECKLIST

This handout summarizes requirements for a waste enclosure submittal as part of overall plan review. For design specifications, refer to:

- [Dublin’s Municipal Code 7.98](#)
- [Waste Handling Standards for Commercial Properties and Multifamily Properties with Shared Service](#)
- [Dublin Typical Detail SC-2, Waste Enclosure](#)

Project Name:	Project Address:
Applicant E-mail:	Phone Number:

1. **Waste Generation:**

Enclosures must provide adequate space for separate garbage, recycling, and compost bins to comply with State law Senate Bill 1383. In Dublin, the law is implemented under the Alameda County [Organics Reduction and Recycling Ordinance](#). Additionally, if a food establishment will generate grease, fat, or tallow, adequate space for those containers is also required if containers are not designed or established inside the building.

The types and sizes of bins for garbage, recycling, and compost is based on the volume of waste generated by the planned commercial and/or multifamily activity, as estimated below.

Provide anticipated or actual weekly collection service needs for the planned commercial and/or multifamily activity in cubic yards for garbage, recycling, and compost. There are 200 gallons in one cubic yard.

_____ cubic yards of weekly garbage. This includes items such as plastic film, broken furniture, broken dishes, polystyrene, diapers, and pet waste, along with other items that are not acceptable for recycling or compost collection.

_____ cubic yards of weekly recycling. This includes items such as cardboard, paper, metal cans and foil, plastic and glass containers.

_____ cubic yards of weekly compost. This includes items such as food scraps, food soiled paper, and yard trimmings.

2. **Applicable Projects:**

Per Dublin Municipal Code 7.98, new or upgraded enclosures are required for the project types listed below. For a tenant improvement, the property owner or applicant shall be responsible for making improvements only to the waste enclosure used by the tenant.

- New commercial development project.
- New multifamily development project with five (5) units or more that will utilize shared waste enclosure(s).
- Commercial development projects that trigger a planning entitlement (such as a site development review or conditional use permit) and consist of uses including but not limited to grocery stores, restaurants, markets, auto repair/use and daycare facilities that generate food waste, grease, or packaging material in addition to other uses that have the potential to pollute stormwater.
- Any project that has the potential to discharge pollution to the storm sewer system, as identified by City staff. **Note:** For tenant improvement projects, if the existing enclosure does not accommodate all necessary bins in a roofed enclosure, this box should be checked.
- None of the scenarios above describe the project; the project is not required to upgrade the waste enclosure.

3. **Submittal Requirements:**

All applicants shall submit a site plan and scaled drawing (1:20) of the proposed enclosure(s) and include the information outlined below.

Site Plan

- Proposed enclosure location and orientation relative to access and egress streets, driveways and drive aisles.
- Proposed truck entry and exit points and proposed garbage truck routes, including truck turning templates, to and from public streets and within the site. Site plan must show all public streets immediately surrounding the project site.
- Widths of streets, entrances, drive aisles and driveways for service truck access.
- Dimensions and slope(s) of reinforced concrete staging area outside enclosure gate.

4. Enclosure Drawings.

Provide detailed drawings of enclosure layout. Refer to the City of Dublin’s Waste Handling Standards and Typical Detail SC-2, Waste Enclosure (linked on page 1). The following shall be included in drawings:

- Description of materials used for enclosure construction.
- Sanitary sewer drain location, as applicable.
- Slope(s) of enclosure pad.
- Interior layout and dimensions of enclosure including all curb stops, wall bumpers and bollards.
- Interior enclosure pad dimensions, including length of each interior wall.
- Location and width of pedestrian door entrance.
- Location of all plumbing and electrical fixtures.
- Size and layout of all trash, recycling, organics and grease containers showing distances between containers and distances between the containers and walls/openings (e.g. pedestrian entrance, gateways, etc.).
- Location of the enclosure gate and its operational dimensions when fully closed and fully opened.

By signing below, I hereby certify that I have reviewed the waste enclosure submittal requirements and will follow all guidelines if applicable to my project.

Signature

Date

Print Name

Role: Owner Engineer/Architect Developer