

Loading, Waste, and Recycling Management Guidelines in New Developments for Developers and Consultants

1. Purpose for the Guidelines

This document is intended to provide guidelines for Developers and Transportation consultants who produce loading, waste, and recycling management strategy reports for the City of Coquitlam.

2. City Documents Reference

The guidelines supplement the following documents:

- Zoning Bylaw No. 3000, 1996
- Citywide Official Community Plan Bylaw No. 3479, 2001.

Additional references are provided in the following documents:

- Street and Traffic Bylaw No. 4402, 2014
- Subdivision and Development Servicing Bylaw Number 3558, 2003

3. Development Application Requirement

All development submission must meet the requirements outlined in the Zoning Bylaw No. 3000, 1996 and the Street and Traffic Bylaw No. 4402, 2014.

As per the Citywide Official Community Plan Bylaw No. 3479, 2001 (Schedule A; Bylaw No. 5081), the following will be required for review by the City's *Transportation Division*.

- Loading Management Strategy
- Waste and Recycling Management Strategy

The need for the above strategies will be identified by City staff through the development application process. The Off-Street Loading and Waste Management and Recycling Services Strategies must be approved by City staff prior to First Reading (or prior to council consideration for sites that are already rezoned).

4. Loading Management Strategy Structure

4.1. The strategy must be prepared, signed and stamped by a Professional Transportation Engineer.

4.2. The strategy must demonstrate the operation and functionality of the on-site loading spaces, including proof of maneuverability, using AutoTURN, of the appropriate vehicle to access the loading spaces. Refer to Zoning Bylaw Subsection 709.

- Type A – TAC Light Single Unit (LSU)
- Type B (Residential) – TAC Medium Single Unit (MSU)
- Type B (Commercial and Industrial) - TAC Heavy Single Unit (HSU)
- Type C – TAC Semi-Tractor-Trailer (WB-20)

- 4.3. The 'Loading Management Strategy' must demonstrate the pedestrian connection internally between the off-street loading spaces and the adjoining exterior door and building elevators, without the use of publicly dedicated sidewalks (i.e. sidewalks on city road allowance). The internal/private walkway for residents and tenants should be unimpeded (i.e. no staircases) and accessible during all loading operations.

5. Waste and Recycling Management Strategy Structure

- 5.1. The strategy must be prepared, signed and stamped by a Professional Transportation Engineer.
- 5.2. The strategy must demonstrate the operation and functionality of the on-site waste and recycling collection trucks, including proof of maneuverability, using AutoTURN, of the appropriate vehicle to access, collect, and/or transport waste, recycling, and organics—with the type of garbage truck to be confirmed by the waste disposal company (front-loaded, side-loaded, back-loaded, compactors, or other). The staging area of bins should be clearly shown on truck sweptpath drawings.
- 5.3. The strategy must include a confirmation letter submitted from a waste disposal company with the following:
 - i. The letter must address future development collection demand and management.
 - ii. The letter must confirm the following for each waste category (garbage, mixed containers & glass, cardboard, and organics):
 - a. The type of truck(s) used to collect garbage, recycling, and organics (compactors, front-loaded, side-loaded, back-loaded, etc.), as well as the type of truck(s) used to transport containers from the waste rooms to the tipping zone (eg. jitney trucks).
 - b. The dimensions of all waste & recycling trucks, including the vertical clearance when tipping (eg. front-loaded garbage trucks typically require 6.6m vertical clearance to tip containers over trucks).
 - c. Sufficient vertical clearance in the tipping zone to lift containers over trucks.
 - d. Sufficient on-site area for truck maneuverability.
 - e. Sufficient on-site area to store, stage, and pick-up containers.

6. Loading and Waste/Recycling Management – Additional Information

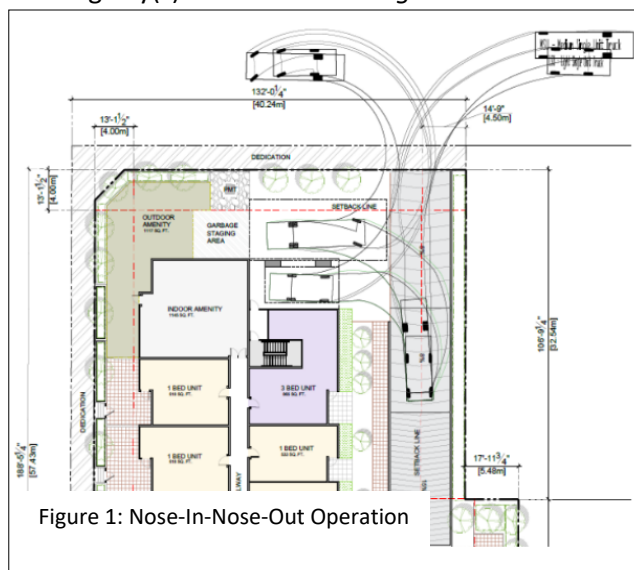
The following information should be considered when preparing plans and the two strategies outlined above:

- 6.1. For Loading, proof of adequate vertical clearance within the underground parkades (including drive aisles) illustrated on all applicable drawing submission (i.e. architectural) is required. Refer to Zoning Bylaw Subsection 709.
 - i. Type A - 3.5m clearance
 - ii. Type B (Residential) - 3.5m clearance
 - iii. Type B (Commercial) - 4.5m clearance
 - iv. Type C - 4.5m clearance

- 6.2. For Waste/Recycling, proof of adequate vertical clearance within underground parkade illustrated on all applicable drawing submission (i.e. architectural) with the dimensions of the garbage truck to be confirmed by waste disposal company is required.
- Light Single Unit (LSU) - 3.5m clearance
 - Medium Single Unit (MSU) - 3.5m clearance
 - Heavy Single Unit (HSU) - 4.5m clearance
 - Tipping zone - Typically varies between 4.5m to 6.6m clearance, depending on the type of tipping (front-loaded, side-loaded or back-loaded).

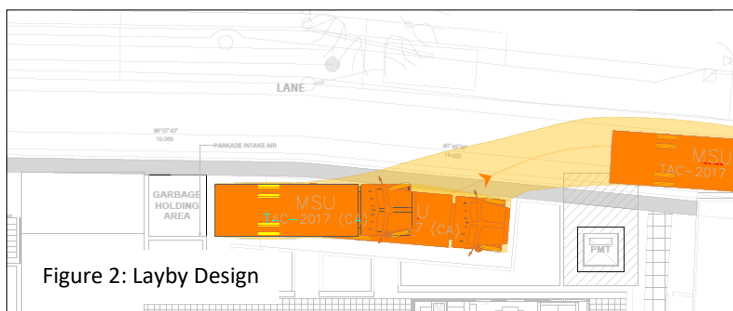
Note: The provided Type B or C loading space(s) may be used for waste and recycling services including staging of collection bins.

- 6.3. Off-street loading for residential buildings proposing 80 or less units will not require off-street loading spaces on-site provided that there is available on-street curbside space or lane frontage. If on-street loading is not available, loading would be allowed to occur within the laneway provided that there is adequate operational space for this activity without compromising lane functionality. Additional space in lane and/or loading space on-site may be required by the Transportation Division in situations where it is determined that loading in lane would compromise lane operation and functionality.
- 6.4. Future development sites should be designed such that all trucks enter the site nose-in and exit nose-out (*Figure 1*) using the main driveway into the site. Separate loading driveways should not be necessary.
- 6.5. The area fronting future loading bays must not exceed a slope of 5% (*Figure 1*). Truck maneuvers shall not occur on any parkade ramps exceeding 5% when entering and exiting the loading bay(s) as illustrated in *Figure 1*.



- 6.6. Future loading layby spaces are acceptable adjacent to public laneways (*Figure 2*). The layby dimensions must meet the Zoning Bylaw requirement under section 7 Off-Street Parking and Loading.

- 6.7. The future layby (*Figure 2*) must be fully provided within the development site and not encroach into the public right-of-way.
- 6.8. The entire length of the loading bay must be fully accessible and mountable from lane (*Figure 2*), i.e. no retaining walls between the layby and the lane.



- 6.9. Trucks may back into future development sites (i.e. back-in-nose out [*Figure 3*]) if it is demonstrated that the 'nose-in-nose-out' operation is not feasible. Separate loading driveways should not be necessary. Trucks entering the site nose-in, and backing out onto a public roadway will not be supported as it will result in public safety concerns.

