



## APPLICABILITY

- This checklist supports Seattle Public Utilities (SPU) and Seattle Department of Construction and Inspections (SDCI) review of solid waste storage and access for proposed design and construction as required under Land Use Seattle Municipal Code (SMC) 23.54.040 and Solid Waste SMC 21.36.080. The checklist is required for projects that: Are new multifamily, townhouse/rowhouse, Live-Work or mixed-use developments, with 5 or more units; OR existing structures adding two or more dwelling units or live-work units;
- Are new commercial or industrial buildings with a gross floor area of 5,000 square feet or greater, or existing commercial or industrial buildings adding 5,000 square feet or more; OR
- Seek a modification from any requirements of [SMC 23.54.040](#); OR
- Include compactors; OR
- Do not have a curb cut; OR
- Plan to stage containers (carts or dumpsters) for collection in the public right-of-way – alleys, streets, or planting strips.

## 1. APPLICANT INFORMATION

- Name \_\_\_\_\_
- Email \_\_\_\_\_
- Phone number \_\_\_\_\_
- Date \_\_\_\_\_

## 2. PROJECT DETAILS

- SDCI Land Use permit #: \_\_\_\_\_ Construction permit #: \_\_\_\_\_
- Project address \_\_\_\_\_
- Project is:  Mixed-use  Residential  Commercial  Industrial  
 New construction  Major renovation  adding 2 or more dwelling units
- Commercial or industrial space (include square footage(s) below)
  - Office \_\_\_\_\_
  - Retail \_\_\_\_\_
  - Warehouse \_\_\_\_\_
  - Industrial \_\_\_\_\_
  - Number of live-work units\* \_\_\_\_\_
  - Number of hotel keys \_\_\_\_\_
  - Other (please specify) \_\_\_\_\_

*\*For live-work solid waste guidance, visit*

<http://www.seattle.gov/utilities/construction-resources/collection-and-disposal/storage-and-access>

- Number of floors \_\_\_\_\_
- Total number of residential units \_\_\_\_\_ (number should be equal to i + ii + iii + iv below)
  - Number of SEDUs \_\_\_\_\_
  - Number of apartment units \_\_\_\_\_
  - Number of townhouse or rowhouse units \_\_\_\_\_
  - Number of ADUs & DADUs \_\_\_\_\_
    - *Planning ULS or Short-Plat?*  Yes  No

- g. Providing parking?  Yes  No
- h. Providing curb cut?  Yes  No
- i.  No alley  Alley will be improved to:
  - i.  Concrete  Gravel

**3. SOLID WASTE STORAGE AREAS**

- a. What is the [SMC 23.54.040](#) code requirement for square footage of your solid waste storage area?  
 Residential: \_\_\_\_\_  
 Commercial/Industrial: \_\_\_\_\_  
**Total:** \_\_\_\_\_
- b. What is the **proposed** square footage (from finish) of your solid waste storage area? \_\_\_\_\_  
 If your proposed storage area does *not* meet code minimum above, which reductions does the project seek?  
 **SMC 23.54.040.B**  **SMC 23.54.040.C**  **OTHER** \_\_\_\_\_

Please describe how the project meets modification criteria in **SMC 23.54.040.I**:

- i. Will the new or remodeled building displace solid waste storage, staging, or collection location for any other building?  Yes  No
  - If yes, please explain the impacts. Include your plans for coordinating solid waste needs with the adjacent building(s).

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#### 4. SOLID WASTE CONTAINERS

Complete the table:

<b>SOLID WASTE CONTAINERS</b>				
<ul style="list-style-type: none"> <li>• Buildings with 75+ units should strongly consider compaction for garbage &amp; recycle.</li> <li>• Multifamily &amp; commercial uses can share garbage containers and services if adequate capacity is provided for both.</li> <li>• Recycle and food &amp; yard containers and services <i>cannot</i> be shared between multifamily &amp; commercial uses.</li> <li>• Shared Services: Townhouses/Rowhouses can share all services if an <u>HOA &amp; shared water or fire meter</u> are approved for SPU billing purposes.</li> <li>• Hybrid Services: Townhouses/Rowhouses with 7 or fewer units can share recycle and food &amp; yard through Hybrid solid waste services if <u>Covenants</u> are implemented to address SPU billing for the shared food &amp; yard service. Garbage <i>cannot</i> be shared with this structure and are paid for by individual owners.</li> </ul>				
<p><b>REQUIREMENTS for RESIDENTIAL CONTAINERS</b></p> <p>Apartment Recycle = 1.5 cubic yards/10 units/week            Apartment Garbage = 1 cubic yard/10 units/week            Apartment food &amp; yard: 1, 96-gallon cart per 50 units (1-50 units = 1 cart; 51-100 units = 2 carts, etc.).            Microhousing/SEDUs/Congregate Units: Recycle and Garbage = 1 cubic yard/10 units/week</p>				
	<b>Number of containers</b>	<b>Container Volumes</b> (96g, 2CY, 3CY, 4CY, or roll-off dumpster)  <i>Indicate w/* if material will be compacted</i>	<b>Pick-up Frequency</b> (Plan for <b>1x/week</b> pick-up for all services)	<b>Total cubic yards/week or gallons/week</b> (# of containers X size X # pick up days) <i>*Compaction offers 3x the volume</i>
Residential RECYCLE				
Residential GARBAGE				
Residential FOOD & YARD				
<b>REQUIREMENTS for COMMERCIAL CONTAINERS</b>				
<u>Container sizes and service frequency vary by use</u>				
Commercial RECYCLE				
Commercial GARBAGE				
Commercial FOOD & YARD				

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## 5. SOLID WASTE STAGING & COLLECTION

### Dumpster Requirements:

Check all that apply.

- a.  A curb cut is or will be located on the property or within 150' of the property to move dumpsters to the street *per SMC 23.54.040.J.*
- b.  Dumpsters are planned to be staged in the alley directly behind the property.
- c.  Alley is asphalt/concrete or is planned to be asphalt/concrete.

Describe the **staging and collection location**. Indicate street name, alley, or 'on-site' (i.e., SPU driver comes onto private property to collect dumpsters 2yd or smaller, loose materials). If staging is planned in the right-of-way, the location must be agreed upon by applicant, SPU Solid Waste, and SDOT and should be in front of or behind the property.

**Requirements for containers 2 cubic yards or smaller, uncompacted materials** (see site plan examples [here](#) and a ROW staging example [here](#)).

Check all that apply.

- a.  Containers will be accessed by the driver from an enclosure or room within 25' of the truck (for 2 CY and smaller containers only; no containers with compacted material; access fees apply for this service).
- OR-**
- b.  Distance between container storage location and truck is greater than 25' but less than 50' (for 2 CY and smaller containers only; no containers with compacted material; Additional *pick-up fees will apply to move containers. Driver will move containers a maximum of 50' per SMC 23.54.040.F.1.a).*
  - c.  Existing grade of collection and staging areas are no more than 6% (*per SMC 23.54.040.F.1.c).*
  - d.  10' wide drive aisle will remain when dumpsters are staged for collection (*per SMC 23.54.040.F.1.d).*
  - e.  Minimum 14' of overhead clearance for rear load service.
  - f.  No gate tracks or other impediments to moving dumpsters out of the storage area.

**Requirements for dumpsters larger than 2 cubic yards, or dumpsters with compacted** materials (see staging example [here](#)).

Confirm project complies with all these requirements by checking the box next to each item.

- a.  Dumpsters will be brought by management to the alley or street for staging.
- b.  Provide a turning study that demonstrates compacted containers can be directly serviced by the truck. Drivers do not move compacted dumpsters. Uncompacted 3-4yd dumpsters can be repositioned by drivers for service (*required per SMC 23.54.040.F.2.a).*
- c.  Minimum 24' of overhead clearance for front-load service (*required per SMC 23.54.040.F.2.d).*
- d.  Staging area is level (<2% grade; *dumpsters must be staged on the nearest reasonable level area for collection per Solid Waste Code 21.36.080.A.4).*
- e.  10' wide drive aisle for other vehicles will remain when dumpsters are staged for collection. (*per SMC 23.54.040.F.1.d)*
- f.  2' of space around all sides of a compactor to allow adequate access, or space as required by manufacturer/building maintenance.

**Requirements for roll-off dumpsters (uncompacted or compacted)** (see site plan example [here](#))

Projects must meet the following requirements. Check the boxes below to confirm.

- a.  Required clearances for roll-off truck service.
  - i.  45' minimum backing distance.
  - ii.  Truck will not obstruct ROW, including sidewalks, during service (*restriction per SMC 11.72.360*).
  - iii.  12' wide approach to dock(s) and/or compactors.
  - iv.  14' minimum overhead clearance in all areas truck will go.
- b. **Minimum required overhead clearance – check one:**

*No mechanical, plumbing, sprinklers, or other structures may impede clearance for compactors.*

  - i.  14' overhead clearance from floor w/ low-profile container (compactor height maximum 88") on a dock not less than 36" and not greater than 48" high.
  - ii.  16' overhead clearance from floor w/ regular height container (compactor height greater than 88") on a dock not less than 36" and not greater than 48" high.
  - iii.  18' overhead clearance if container is not located on a dock.
- c.  The site plan demonstrates that the truck can access the roll-off dumpster without obstruction when backing into a loading dock.
- d.  Grade of all areas accessed by SPU trucks is equal to or less than 15% (*required per SMC 23.54.030.D.3*).
- e.  Submit AutoTurn plans to verify truck turning ([see specifications for SPU contractor trucks](#)).
  - i. Include the following in your site plan analysis:
    - a) minimum 1' clearance to all walls/structures
    - b) Plan for maximum 3-point turn
    - c) Truck specs
    - d) Width of all truck corridors

**6. TOWNHOUSES and ROWHOUSES** ([see specifications](#))

- a.  Developments with ~7 or more dwelling units plan for Fully Shared or Hybrid Services to provide efficient collection services, avoid crowded planting strips, protect trees, and reduce space devoted to on-site storage.
  - For **Fully Shared Services** (units share garbage, recycle, and food & yard containers), an HOA and a shared SPU water, fire, (or possibly irrigation) meter is required for SPU billing. (see site plan example [here](#))
  - For **Hybrid Services** (units share free recycle and food & yard is the responsibility of one unit. Garbage carts are individual and paid for by all units), covenants are required for SPU billing to set up the shared food & yard and recycle (see site plan example [here](#)).
- b.  Demonstrate on the landscape and site plan how carts will be staged for service such that direct access is provided to each container for the Contractor (**Solid Waste Code 21.36.080.A.5**). (see general cart staging guidelines [here](#) and ADU/DADU site plan example [here](#)).
- c.  Demonstrate that cart staging is possible within the constraints of planting strip green factor improvements, required street trees, short-term bike parking, or other public right-of-way features, including 5' from the center of new street trees and outside the drip line of existing street trees.
- d.  Individual storage areas for solid waste carts should have interior dimensions of at least **3' depth x 6' width** to accommodate the size of the required 96g recycling cart (35"d x 29"w). (see site plan example [here](#)).
- e.  The storage space should also accommodate the orientation of the cart wheels to facilitate easy movement of bins into and out of the enclosure by residents or drivers.

- f.  Ensure access (including gate swings) to storage areas are not limited by vehicle parking or other site features.
- g.  Provide a 3' minimum clear with path from the storage area to the staging location. Avoid unnecessary stairs along this path to facilitate resident use.

## 7. REQUIREMENTS FOR ARCHITECTURAL PLANS

*Please show the following on your plans:*

- a.  Drawings show measurements to scale and shall be of sufficient detail to allow verification upon inspection or examination by the Director (**Solid Waste Code 23.86.002.A**).
- b.  Plans submitted must include the number and sizes of containers per **SMC 23.54.040.H**.
  - Uncompacted dumpster dimensions can be found [here](#).
  - Dumpsters with compacted materials are purchased from private companies and may vary in their dimensions.
- c.  All containers (dumpster, cart, compactor) locations and positions in the solid waste room or enclosure. *Please note: all three waste streams should be co-located if they are directly accessed by residents and/or commercial tenants for improved waste diversion.*
- d.  2' of space between every dumpster (for maneuverability).
- e.  4' of space between dumpsters that face each other (when lids open toward each other), to allow residents and staff to open lids and deposit materials).
- f.  6" of space between carts (for maneuverability).
- g.  On-floor solid waste disposal rooms include space for one, 32g food & yard waste container.
- h.  Access door/opening to the primary solid waste room or enclosure with dumpsters is a minimum of **6' wide** for maneuverability and damage prevention.
- i.  Paths and corridors through which carts are transported are a minimum of **3' wide** for maneuverability and prevention of damage.
- j.  Paths and corridors through which dumpsters are transported are a minimum of **6' wide** for maneuverability and prevention of damage.
- k.  Exterior staging area(s) dimensions (refer to **SMC 23.54.040.H** for requirements; demonstrate that enough space is planned to service all containers - service days may differ for each waste stream).
- l.  Grade with directional arrows at staging and collection location(s). Dumpster maneuverability and staging are dependent on grade and direction of grade.
- m.  Staging area(s) for dumpsters is paved or concrete.
- n.  If your project has an SPU bio-swale/green stormwater infrastructure (GSI) in the ROW, demonstrate there is a space on private property to stage containers as close to the truck collection location as possible.

## 8. ATTACHMENTS

- a. Detailed **site plan** that shows solid waste storage, staging, and collection locations (*required per **SMC 23.54.040.H***).
- b. One-page **detail of the solid waste room or enclosure**, including container and room dimensions.
- c. For townhouses, rowhouses, and developments with ADUs or DADUs: a detailed landscape plan which includes required and new street trees and any other elements being proposed in the right-of-way.

***Please submit your Checklist with attachments to:***  
[SPU\\_SolidWastePlanReview@seattle.gov](mailto:SPU_SolidWastePlanReview@seattle.gov)