**MULTI-UNIT DEVELOPMENTS WASTE MANAGEMENT PLAN - CHECKLIST**

Application: This checklist may be used to correctly prepare a Waste Management Plan for a residential development of:

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

**Six or more dwellings (2+ storey)**

This checklist does not apply to apartment developments, where guidance is provided by Clause 55.07 and Clause 58 of the planning scheme.

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| WASTE MANAGEMENT PLAN CHECKLIST | | |
| Planning permit application number |  | |
| Planning Officer |  | |
| Waste Officer |  | |
| 1. DEVELOPMENT DETAILS | | |
| Full breakdown of all land uses including floor space provision for each use is provided | Check:  Yes No | Comments (where applicable): |
| 1. WASTE GENERATION CALCULATION (PER WEEK) | | |
| Correct waste volume calculation and total waste generated per waste stream is provided | Check:  Yes No | Comments (where applicable): |
| 1. COLLECTION FREQUENCY, NUMBER, SIZE AND COLOUR OF BINS | | |
| C1 Using the waste generation figures, the collections/week, bin numbers, bin size/colour that are required to meet the anticipated waste volumes are detailed | Check:  Yes No | Comments (where applicable): |
| C2 Waste collection service provider/s is identified. May be a combination of council and private | Check:  Yes- Council  Yes- Private  No | Comments (where applicable): |
| C2 Council’s waste and recycling collection service is compatible with the development’s waste collection requirements | Check:  Yes No | Comments (where applicable): |
| C3 Details of compliance with permitted collection times is demonstrated | Check:  Yes No | Comments (where applicable): |

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| 1. **BIN STORAGE AND WASTE DISPOSAL PROCESS FOR OCCUPIERS** | | | | |
| D1 Details of bin storage equipment inside dwellings is provided, as relevant | Check:  Yes No | Comments (where applicable): | | |
| D2 Details of bin storage areas is provided, supported by plans | Check:  Yes No | Comments (where applicable): | | |
| 1. **WASTE COLLECTION PROCESS** | | | | |
| E1 Details of bin collection areas (on-site and/or on-street) are provided, supported by plans | Check:  Yes No | Comments (where applicable): | | |
| E2 Strategy for bin transfer from storage area/s to collection point/s, including transfer routes, is outlined, supported by plans | Check:  Yes No | Comments (where applicable): | | |
| 1. **SITE ACCESS ARRANGEMENTS** | | | | |
| F1 Details of site access arrangements are outlined | Check:  Yes No | Comments (where applicable): | | |
| F2 The impact of local context and conditions on waste collection/ management are considered, supported by plans | Check:  Yes No | Comments (where applicable): | | |
| 1. **WASTE SYSTEM MANAGEMENT** | | | | |
| Details of responsibility for waste management is outlined | Check:  Yes No | Comments (where applicable): | | |
| 1. **COMMUNICATIONS STRATEGY** | | | | |
| Waste management communications strategy for waste areas and occupiers is outlined | Check:  Yes No | Comments (where applicable): | | |
| 1. **SUPPORTING INFORMATION AND DRAWINGS** | | | | |
| The following plans are provided and include the specified details:  **Waste drop-off points:**   * + location of all drop-off points (garbage, recycling, garden waste)   + access routes for occupiers   **Bin storage areas:**   * + bin storage area/s size (m2)   + bin types/ layout (show bins clearly labelled or coloured for each waste stream)   + screening and amenity measures   + stormwater pollution prevention   **Bin collection points and bin transfer routes:**   * + local context analysis plan providing details of the local road system from which collections will occur, including road widths, proximity to intersections, bus stops, bike lanes, width of pavement and verge, kerbside landscaping, kerbside parking areas, as relevant   + for on street collection: street frontage plan identifying bin presentation location with bin alignment shown, and indicating all street furniture, poles, signs, street trees   + for on-site collection: bin collection area   + transfer paths and gradients from bins storage to bin collection areas   + waste collection areas demonstrating adequate space for temporary bin storage at the collection point/s   + size and location of bin pads/ corrals (townhouses/units)   + swept paths for collection vehicles, demonstrating manoeuvrability of collection vehicles   + basement clearances, if applicable   + location of hard waste storage/green waste storage/charity bins and bin transfer routes to collection points   **Site access:**   * + site access arrangements including site accessibility, gradients, vehicle movements, loading bay clearances, swept paths and access to bin collection locations (ensure alignment with a traffic impact assessment)   + hard waste and charity bin locations   **Contextual analysis:**   * + suitability of development within existing conditions of the local urban and natural environment including local traffic /infrastructure , road widths, proximity to intersections, bus stops, bike lanes, width of pavement and verge, kerbside landscaping including tree canopies, and kerbside parking areas | | | Check:  \_\_  Yes No  Yes No  Yes No  Yes No  Yes No | Comments (where applicable): |

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| **Referral to Waste Officer required** | **Check:**  **Yes No** | **Comments (where applicable):** |
| **Recommendation for WMP:** | | |
| More information required (Information Request)  Approve  Approve with standard conditions  Approve with additional conditions  Refuse | *List requirements for information request, conditions of approval or reasons for refusal.*  *Standard conditions 1*  *2 See conditions attached*  *3*  *4* | |
| Further Comments: |  | |
| **Signed and Authorised By:** | | |
| Name and Position: |  | |
| Authorised Signature: |  | |
| Date: |  | |