

*Learn how to incorporate litter reduction design concepts into your project to help protect our local creeks, the San Francisco Bay and the Ocean.*

## WHY CONSIDER LITTER IN YOUR BUILDING DESIGN?

Neighborhoods and streets are connected to creeks, the San Francisco Bay and the Ocean via surface flow and storm drain systems. Improperly managed waste from new buildings can litter the street and flow to our waterways without any cleaning or filtering. Municipalities in San Mateo County are required to significantly reduce the amount of litter entering the Bay and Ocean.

Incorporating the design concepts in this factsheet will help you meet local and State litter reduction goals. This includes considering different types of waste materials (i.e. compost, recycling and special materials) and building operations during the design phase of new buildings.



To protect our waterways and beaches, State and local water quality regulations require a significant reduction in litter.

## HOW CAN YOUR BUILDING DESIGN INCORPORATE LITTER MANAGEMENT?

The San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) has created guidance to assist architects, engineers, and developers with incorporating litter management practices into their designs.

### Follow these Steps for Reducing Litter and Waste in Your Building Design and Operation

1. Comply with litter-related **Conditions of Approval** issued by your municipality.
2. Create a Discard Collection Plan (See back for details). Review Plan with **hauler and municipal staff.**
3. Work with municipality and hauler at occupancy stage, to achieve **“Right Size, Right Service.”**

#### ● **Conditions of Approval**

Both the design phase and occupancy phase of a new development project should meet Conditions of Approval. For instance: trash, recycling and compost facilities should be large enough for building activities; and discard storage and collection areas should be accessible and convenient for building users, as well as collection vehicles.

#### ● **Work with Hauler and Municipal Staff**

**Go to Collection Services Map to find your Hauler**  
*San Mateo County, Office of Sustainability*  
[smcsustainability.org/waste-reduction/curbside-collection](https://smcsustainability.org/waste-reduction/curbside-collection)  
To reduce litter when designing your building, coordinate early and often with hauler and municipal staff. Staff can inform you of access needs, zoning and other requirements.

#### ● **“Right Size, Right Service”**

Building owners and designers must work together with municipal staff and haulers to determine the right size, type, and number of containers, as well as the right service frequency, to meet litter and waste reduction goals.

### Litter Reduction Toolkit

SMCWPPP | [flowstobay.org/node/1974](https://flowstobay.org/node/1974)

Example design scenarios and other resources for Multi-Family Dwellings and new development projects.

## WHAT ARE THE KEY ELEMENTS OF A DISCARD COLLECTION PLAN?

- Property map and hauler access
- Indoor collection system (in-unit areas, chutes/rooms)
- Special material collection areas
- Discard area enclosure design

### Litter Reduction Toolkit

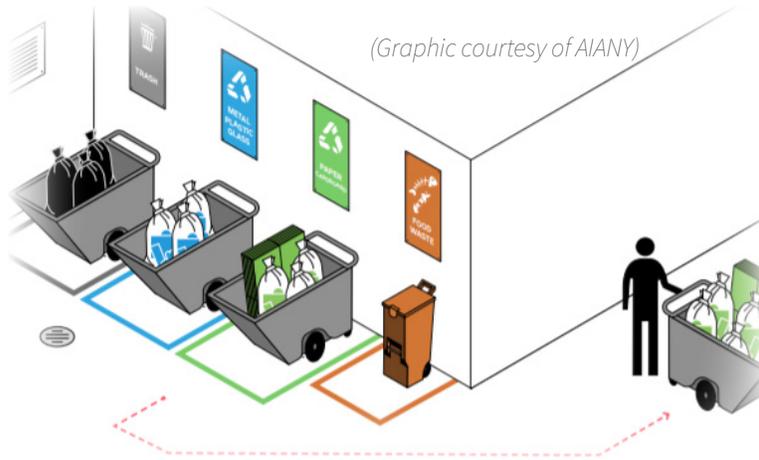
See the Toolkit for more details on Discard Collection Plans, example design scenarios, and litter management practices for Multi-Family Dwellings and other new development projects.

### Internal Operations

- Chutes can be used to collect materials internally.



- Staff can collect discards from private, common and public spaces.

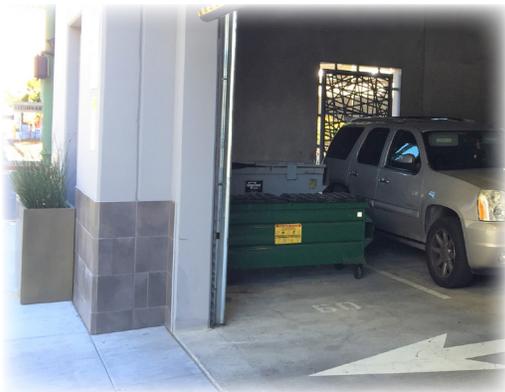


- On service day(s), materials are brought out.



### External Collection Service

- Staging area must be set-up to reduce litter (e.g. enclosed, away from storm drains, accessible to hauler vehicles).



- Plan for different vehicle and container types.



## ADDITIONAL RESOURCES AND GUIDANCE DOCUMENTS

[AIANY Zero Waste Design Guidelines](#) | [Center for Architecture](#) | [zerowastedesign.org](#)

[Franchise Agreement Litter Practices Recommendations](#) | [SMCWPPP](#) | [flowstobay.org/studiesresearch](#)

[New Development Guidelines](#) | [Recology San Mateo County](#) | [recology.com/recology-san-mateo-county/new-development-projects](#)

[Waste Enclosure Guidelines](#) | [South San Francisco Scavenger](#) | [ssfscavenger.com/guidelines](#)

[Space Guidelines for Refuse Services](#) | [StopWaste](#) | [stopwaste.org/resource/space-guidelines-recycling-organics-and-refuse-services](#)

[Waste Handling Guidelines](#) | [City of Fremont](#) | [fremont.gov/DocumentCenter/View/1528](#)