

---

# CITY OF MERCER ISLAND

## COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | [www.mercergov.org](http://www.mercergov.org)



---

## CONSTRUCTION MANAGEMENT PLAN

(Project Specific Mitigation Measures)

---

### PROJECT INFORMATION

Site Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor: \_\_\_\_\_

Name, title, company, and phone number of Individual who completed this plan:

---

### OVERVIEW

Mercer Island City Code 17.14 describes the requirements for a construction management plan and construction schedule as follows:

105.6 Construction management plan and construction schedule.

1. Every permit issued for the construction of a new single family home with a gross floor area of more than 6,000 square feet, or as required for a permit renewal under section 105, shall provide a construction management plan and a construction schedule for approval by the building official.
2. Every permit issued for the remodel or addition to a single family home that will result in the modification of more than 6,000 square feet gross floor area, or the addition of more than 3,000 square feet gross floor area, or as required for a permit renewal under section 105, shall provide a construction management plan and a construction schedule for approval by the building official.
3. The construction management plan shall include measures to mitigate impacts resulting from construction noise, deliveries and trucking, dust / dirt, use of the street for construction related staging and parking, off-site parking, and haul routes. The building official may require additional information as needed to identify and establish appropriate mitigation measures for construction related impacts.
4. The construction schedule shall identify major milestones, anticipated future phases, and anticipated completion dates. The construction schedule shall establish a timeline for completion of exterior and interior building related construction activity and site work. The construction schedule shall incorporate appropriate measures to address unforeseeable delays and shall provide for contingencies. The building official may require additional information or revisions to the construction schedule.
5. The building official is authorized to take corrective measures as needed to ensure adherence to the approved construction management plan and construction schedule.

## INSTRUCTIONS

Fill in the blanks in the sections below and check the boxes that apply. The areas with check marks already provided indicate a requirement applicable to all projects. The intent of this Construction Management Plan is to mitigate construction impacts. Check other boxes that apply to your project and fill in the blanks accordingly to mitigate the construction related impacts.

- ✓ Designate a Construction Coordinator (CC), responsible for managing the construction related activities and the site. The CC will be the primary point of contact for neighbors and City staff regarding project related questions and concerns. The contact information is:
  - Name, title, and company: \_\_\_\_\_
  - Phone: \_\_\_\_\_
  - Email: \_\_\_\_\_

The CC will communicate proactively with neighbors within 300 feet of the site and those on construction haul routes between the site and nearest arterial street. The intent is to inform them of the scope/timeframe for the project prior to commencing construction, respond to questions/concerns, and provide advance notice of any significant work activities that will impact the street, private roads/driveways, etc. (e.g. underground utility work, major hauling, roadway paving, unusually noisy/disruptive work, etc.). Communication will be in the form of an email, hand delivered letter, or other means that will directly inform neighbors. The CC will provide copies of all communications to the City Engineer [Patrick.yamashita@mercergov.org](mailto:Patrick.yamashita@mercergov.org)

- Screen or fence construction site (specify location)
- Temporary or permanent fences or walls (specify location)
- ✓ All construction staging and storage will occur on site. The street and shoulders will be kept clear.
- ✓ Maintain a neat and tidy construction site.
- ✓ Use of certified flaggers for all activities within the public right-of-way and when trucks are backing in private lanes or driveways.
- ✓ Implement noise reduction measures
  - No work on the weekend
  - Construction hours of work will be: \_\_\_\_\_ and in compliance with MICC 8.24.020Q.
  - Vehicles/equipment shall not be left idling when not in use.
  - Provide neighbors with a direct line of communication to the CC to address issues promptly and directly.
  - The unusually high noise-generating activities are listed below with description, duration and frequency:

\_\_\_\_\_ These activities will be limited to the hours of 8am to 3:30pm unless otherwise noted here:  
\_\_\_\_\_ to \_\_\_\_\_.

- Noise reduction construction methods/technologies used include: \_\_\_\_\_
- Other: \_\_\_\_\_
- ✓ Construction Worker Parking
  - ✓ Peak number of construction workers anticipated on site: 6
  - ✓ Phases of construction when all construction worker parking cannot be accommodated on site and strategy for providing adequate parking: \_\_\_\_\_

- ✓ Construction workers are restricted from parking in the right of way except immediately adjacent to the site when there is space available. All damage to the right of way will be promptly restored by the contractor.
- ✓ Provide construction worker parking on site but outside of tree driplines.
- There will not be sufficient construction worker parking on site. Provide off-site parking (excluding use of right of way). Off-site location is at \_\_\_\_\_ and will provide \_\_\_\_\_ (number) of vehicle spaces.
- Use of buses, vans, and/or carpools to transport construction workers to/from off-site parking
- Methods proposed to encourage/require carpooling, transit, and non-motorized transport: \_\_\_\_\_
- Provide parking in the right of way immediately adjacent to the site (\_\_\_\_ spaces)
- Other mitigation: \_\_\_\_\_
- ✓ Implement air pollution reduction methods
  - Use of water to control dust
  - Use of clean fuels for construction vehicles
  - Restrict vehicle/equipment idling
  - Other: \_\_\_\_\_
- ✓ Hauling (import/export)/deliveries
  - ✓ The CC will ensure that hauling and deliveries occur in a safe and orderly manner, minimizing impacts to the public (e.g. no idling in the street, not blocking streets or driveways, no queueing/parking in the right of way).
  - ✓ Use approved haul routes mainly on arterial streets and avoiding school zones where possible. A right of way use permit is required for approval of the haul route.
  - ✓ Limit trucking frequencies to a maximum of six trucks per hour and inform neighbors at least three days in advance of heavy haul days (frequencies of four or more trucks per hour) when construction access is on a private road or shared driveway.
  - ✓ Limit trucking hours to between \_\_\_\_\_ and \_\_\_\_\_. [in no case earlier than 8am or later than 4pm]
  - ✓ Use of certified flaggers at the site entrance and when needed at key locations on heavy haul days.
  - Use of barges for major soil import & export.
  - ✓ The following are activities, frequencies and durations of work that may potentially impact a neighbor's convenient use of shared private drive. Mitigation measures are also described:
    - \_\_\_\_\_
    - \_\_\_\_\_
    - \_\_\_\_\_
    - \_\_\_\_\_
- Mitigation measures:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
- Right of way use permits are required for:
  - Materials delivery
  - Proposed haul route
  - Temporary closures of traffic lanes and sidewalks/paths.

- Utility construction
- Roadway paving
- Frontage improvements

Restoration of City streets and rights-of-way

- ✓ Streets will be swept daily, as required, and the contractor is responsible to restore city streets if damaged. Daily monitoring of streets will be performed.
- Provide a financial guarantee (bond or set aside) to guarantee cleaning and repair.

---

**CONSTRUCTION SCHEDULE REQUIRED**

---

The construction schedule shall identify major milestones and anticipated completion dates. The construction schedule shall establish a timeline for completion of exterior and interior building related construction activity and site work. Attach a construction schedule that includes the following at a minimum:

- Schedule using generic dates (e.g. week 1, week 2, etc.) rather than specific months (January, February, etc.)
- Project duration
- Duration/timeframe for each phase of construction (demolition, TESC/tree protection, shoring & excavation, foundation, framing, site grading, underground utilities and total construction).
- Description of each phase, with description of noise and traffic generators, and anticipated construction hours for each phase.
- Construction parking management for each phase (eg. on-site, carpool, shuttle from off-island, etc. If a combination, please specify methods).
- The construction schedule shall incorporate appropriate measures to address unforeseeable delays and shall provide for contingencies.
- Identify any anticipated future phases: \_\_\_\_\_