

## 10.1 STEP 3: WORKING DRAWINGS, CONSTRUCTION MANAGEMENT PLAN, STAKING AND SITE MEETING

### A. WORKING DRAWINGS:

Upon approval of final plans the Owner will prepare and submit final working drawings to the ARC. The contents of the final working drawings submittal should be substantially consistent with the approved final design plans, while responding to any conditions or revisions imposed by the ARC at final design review. The final working drawing submittal package is to include the following drawings:

1. *Final Working Drawings and Specifications*
2. *Initial Erosion Control Plan*
3. *Permanent Erosion Control Plan*
4. *Copy of the confirmation letter from the Montana Department of Environmental Quality acknowledging receipt of a complete "Notice of Intent" for permit coverage under the "General Permit for Storm Water Discharges Associated with Construction Activity".*

### B. CONSTRUCTION SCHEDULE:

Including start and completion dates for both construction and landscape installation. Please note that construction is to be completed within 24 months from the commencement of Construction Activities (refer to Section 11.5).

### C. CONSTRUCTION MANAGEMENT PLAN:

A plan showing the area in which all Construction Activities will be confined, and how the remaining portions of the Lot will be protected. Access during all stages of construction, including after completion of framing, is to be addressed to insure the continued protection of existing vegetation. The Construction Management Plan is to include the following information:

1. *Area of Disturbance*
2. *Type, size and color of the construction trailer or portable office (Section 11.4);*
3. *Vehicular access route;*
4. *Extent of protection fencing at stands of existing vegetation and around construction site (Section 11.4, and Appendix 4);*
5. *Location and size of the construction storage area (Section 11.4);*
6. *Parking and access plan - including maximum number of vehicular parking spaces, location and the manner in which construction workers will be transported to and from the site during construction;*
7. *Locations of the chemical toilet, dumpster and debris storage, wash-off areas and fire fighting equipment (Sections 11.4);*
8. *Areas of utility trenching;*
9. *Limit of excavation, drainage patterns and erosion control measures in compliance with best management practices and Section 11.4; and*
10. *Location and size of stockpiles and the length of time stockpiles are to remain (Section 11.4; Grading, Drainage and Erosion Control Plans).*
11. *Construction Sign – the design, location and layout of the master construction sign to be posted on site during the Construction Activity, in compliance with Section 11.4 of these Guidelines.*
12. *Concrete washout area.*

The ARC reserves the right to amend the Construction Management Plan requirements on a case-by-case basis as required by conditions and considerations particular to each Lot and/or Improvement.

### D. CONSTRUCTION STAKING.

The Owner will stake-out the footprints of the following areas consistent with the Construction Management Plan:

- *the Improvements to be constructed on the site.*
- *the parking, storage, and laydown areas and related limit of disturbance.*
- *tree removal/protection as described in the Construction Management Plan and in compliance with Appendix 4.*

Upon completion of the staking, the Owner shall request a meeting with the ARC staff. The Contractor must be present at this meeting. The ARC may approve the staking with conditions, or require a resubmittal and re-staking prior to approval.

#### E. CONTRACTOR AFFIDAVIT

The Contractor, or Owner's Representative that will be overseeing the Construction Site and Construction Activities shall provide the ARC with a signed affidavit that they have read the Construction Regulations (Chapter 11) stated herein, and understand the construction schedule (Section 10.9B) and associated milestones.

### **10.2 COMPLIANCE DEPOSIT AND AUTHORIZATION TO PROCEED WITH CONSTRUCTION**

After the ARC approves an Owner's proposed Construction Activity in Step 3, and prior to commencing construction, the Owner shall deliver a Compliance Deposit to the ARC. See Construction Regulations, Chapter 11 for information regarding the Compliance Deposit.

A written approval to proceed with construction is issued by the ARC upon satisfactory completion of the following requirements:

1. *Approval of the Working Drawings and Construction Management Plan (Section 10.9);*
2. *Acceptance of Construction Staking (Section 10.9);*
3. *Compliance Deposit delivered to the ARC (Section 11.3);*
4. *Access to the Lot has been granted (Section 11.4).*