

Preliminary Construction Management Plan

Terms of Reference

1. Description

A Preliminary Construction Management Plan checklist is a document that shows a development proposal's anticipated impacts to all modes of transportation and all elements in the right of way during construction. The purpose of this Terms of Reference is to assist the applicant and staff of Traffic Management Unit, Public Works Department to identify the expected impacts of their proposal on the City's right of way before construction starts.

2. Authority to Require

Road Activity By-law 2003-445, as amended.

3. When Required

A Preliminary Construction Management Plan checklist will be required for the following development applications:

- Site Plan Control
- Plan of Subdivision

4. Contents

The Preliminary Construction Management Plan checklist consists of several questions and a diagram as set out below.

Application Submission Section 1 (Diagram)

The Preliminary Construction Management Plan checklist's purpose is to show, if applicable, any parts of the right of way adjacent to a development proposal that may be required for construction. This diagram is intended to be preliminary, therefore it should show only a labelled graphic portraying the proposed site for development and the area within the right of way that may be required for construction. This area can be shown by drawing a box on the map and labelling it as "Proposed Construction Area."

Application Submission Section 2 (Checklist)

Applicants will be asked to respond to questions based on the diagram they submit, including but not limited to:



1. Will construction require the temporary detour of a bus route?
2. Will this work block a bike lane?
3. Will this work block a sidewalk?
4. Will this work require a lane of traffic to be closed?

Depending on the site's specific circumstances, City staff may add similar additional questions to the Preliminary Construction Management Plan checklist.

5. Evaluation Criteria

The Preliminary Construction Management Plan checklist is the document that shows at a preliminary level what a development proposal's impacts will be to all modes of transportation and all elements of the right of way while it is under construction. The purpose of this Terms of Reference is to assist the applicant and staff of Traffic Management Unit of the Public Works Department to identify the impacts of their proposal on the right of way before site plan approval and in advance of seeking their building permits.

6. Roles and Responsibilities / Qualifications

The Preliminary Construction Management Plan checklist must be signed by the applicant or an authorized representative of the applicant.

