Construction Management Plan

City of Campbell

Building Inspection Division

This is a general Construction Management Plan required by all construction projects in the City of Campbell. It shall be posted on the cover sheet or an applicable sheet. The Plan is required by Cal Green 4.408, 4.410, CGBS Section 4.106.2, and Campbell's Municipal Code 18.04. If at anytime, the project is out of compliance, the project is susceptible to citations from Campbell's Building Division, Public Works Division, Santa Clara County Fire Department, Bay Area Air Quality Management, West Valley Sanitation District, or West Valley Storm Water Management. Should an inspector arrive on site and observe non-compliance, the inspection will not commence and the project could be issued a Stop Work until compliance is achieved. The General Contractor is responsible for all sub contractors or tradesmen on the project. Owner-Builders are equally bound by these requirements.

Where emergency conditions exist, as determined by the building official, construction activity or construction noise may be permitted at any hour or day of the week. Such emergencies shall be completed as rapidly as possible to prevent any disruption to the residential neighborhood.

Some construction activities may be best completed through an exception to these rules. Consideration may be granted from a petition to the Building Official bobl@campbellca.gov
When the building official determines that construction activity and/or construction noises will not be detrimental to the adjacent neighbors, an exception to the time of work activity may be granted to the general contractor who shall be responsible for controlling the site for loud disruptive noises as described above. Hours of operation shall be determined by the building official on a case-by-case basis.

Site Preparation

1. Every project is required to include the standard, Santa Clara Valley Clean-Bay sheet in your plan set, downloadable from www.ci.campbell.ca.us website→ Community Development → Building and Inspection Division → Handouts and Forms → Templates This sheet explains the Best Management Practices (BPM) for storm water protection during construction. The intent of the BPM's is to Keep construction chemicals and pollutants from flowing through the construction trash and into the ground water or the San Franciso Bay.
2. Establish a truck route to and from the job site.
3. Prepare the entrance and exit of the site so that tires do not carry dirt or mud into the city streets. If dirt happens to enter the street, do not use water to hose the dirt into the gutter, dry sweep with a broom. A discharge into the street or muddy water into the storm drain will trigger a citation.
4. Install construction fencing to keep trespassers from entry. A construction site is an *Inviting Hazard* that exposes the project to litigation.
5. Install wattles set into dirt gutters at the site perimeter to keep water and dirt from entering the street. Stake the wattles in-place per the BMP design sheet.
6. Place a portable restroom inside a secondary containment tray (supplied by the rental company) and include a handwash station.
7. Store all materials on pallets and cover with a waterproof tarp.
8. Store all aggregates on site and cover with a waterproof tarp.
9. Take care with equipment to prevent oil and grease discharge.
10. Store all fuels and lubricants out of the weather and in a secondary containment tray.

11. Portable fire extinguishers shall be provided for every 75 feet of travel distance, and the minimum size of the extinguisher shall be 2-A:10-BC, in accordance with CFC 906.3.
12. The general contractor is required to provide a water source on-site for dust control, tire wash, and light fire suppression anytime work crews are on-site.

Site Management

13. Noise from vehicles, equipment, or generators shall stay within the working hours and not exceed 50 dBA
14. The working hours are between 8am – 5pm Monday through Friday. 9am – 4pm on Saturday, No construction Sunday or holidays.
15. It is unlawful to burn garbage, plastics, rubber, paints, solvents, oil, treated wood products, particle board, glossy or treated paper, coal, or any other material that produces noxious or toxic emissions.
16. No loud or disruptive music.
17. No wandering or barking animals.
18. No blocking of neighboring driveways or sidewalks, or double parking.
19. No material storage in the Public Right of way (streets or sidewalks).
20. No products may be used that exceed Ca's Volatile Organic Compound (VOC) limits.
21. *Construction wash-out water from concrete, mortar, tile, taping, and painting shall be done in a portable containment pool or in a lined evaporative pit.*
22. *Trash piles shall not be located in the front yard or visible from the street and must be removed within 5 days. Trash piles shall not contain: paints, solvents, glues, taping compound, food products, or easily recycle-able discards such as bottles, cans, plastics, or paper. Remaining trash shall be limited to concrete, wood, drywall, roofing, and assorted metals and shall be placed on top of a 10mil waterproof tarp and covered with a 10 mil waterproof tarp. Trash is best managed by using a trailer or dumpster and covering at night, because both may be placed visible from the street and need not be hauled off every 5 days.*
23. Every construction project is required to have a Waste Managemnt Plan, smaller projects with a valuation less than $100K have a reduced requirement. Simply place this WMS onto the cover sheet for compliance (not all 3 sheets of this memo).

Waste Management Statement

No products may be used that exceed California's Volatile Organic Compound (VOC) limits. Construction wash-out water from concrete, mortar, tile, taping, and painting shall be done in a portable containment pool or in a lined evaporative pit. Wash-out shall not enter the storm water system. Port-a-poties must be paced in a containment tray. All sites are required to have safety fencing with signage that states: Contractor, contact information, and hours of operation.

Construction hours shall be 8-5 M-F, 9-4 Saturdays, No Work Sundays or Holidays

Trash piles shall not be located in the front yard or visible from the street and must be removed within 5 days. Trash piles shall not contain: paints, solvents, glues, taping compound, food products, or easily recycle-able discards such as bottles, cans, plastics, or paper. Remaining trash shall be limited to concrete, wood, drywall, roofing, and assorted metals and shall be placed on top of a 10mil waterproof tarp and covered with a 10 mil waterproof tarp. Trash is best managed by using a trailer or dumpster and covering at night, because both may be placed visible from the street and need not be hauled off every 5 days. Trash shall be separated at an approved bay area disposal site such as Zanker Road or Guadalupe Recycling. Retain the receipt and keep with the permit documents, proof of recycle and disposal of the job site trash will be required using the Green Halo system, or checked and verified by the building inspector during a final inspection and before issue of a Certificate of Occupancy.

Failure to comply with this WMS may receive a citation of $1000 for each offense.

All construction debris shall be removed from the crawlspace and attic areas.

Large Site Management

24. Every construction project is required to have a Waste Managemnt Plan, larger projects with a valuation over $100K will be required to participate in the *Green Halo Program*. https://www.greenhalosystems.com/
    GH is an online waste tracking program where the project owner or contractor opens an account prior to permit issue, uploades disposal receipts, and demonstrates that the waste generated by the project was recycled, reused, or disposed of in a responsible way. At the completion of the project, Campbell's Public Works Division will review the GH entries and clear the requirement. For smaller project under $100k valuation, a Waste Management Statement will satisfy the requirement. *Add the following statement to the cover sheet.*
25. Larger development sites must have a cultural-resources discovery protocol requiring all work within 100 feet of the discovery of any significant historic or prehistoric archaeological artifact or unique paleontological resource to cease immediately. The protocol shall require notification of the Community Development Director, evaluation of the resource by a qualified archaeologist, paleontologist, or historian, and implementation of appropriate protection and preservation measures approved by the Community Development Director before work resumes.
    a. A human-remains discovery protocol requiring all ground-disturbing activity to cease upon discovery of human remains until the Community Development Director and County Coroner have been contacted. If the remains are determined to be of Native American origin, the protocol shall require consultation with the Native American Heritage Commission and the most likely descendant and implementation of appropriate measures approved by the Community Development Director before work resumes.
    b. Documentation that a qualified tribal monitor has been requested to be present during all earth-moving activities.
    c. Cultural-resource training conducted by a qualified tribal monitor for construction personnel performing earthwork before earth-moving activities begin.
    d. Compliance with all City standard conditions and mitigation measures applicable to the potential discovery of burials or other tribal cultural resources.
    e. Installation of a publicly visible storyboard describing the past and present tribal presence in the City of Campbell, with its content approved by tribal representatives.
    f. A protocol providing that, if a burial is encountered, the Applicant will defer to the appropriate tribal entity regarding its treatment and will make on-site reburial available as an option, subject to the tribal entity's selection.

Elements of a Storm Water Pollution Prevention Plan (SWPPP)

26. Sites with an acre or more of land disturbance are required to produce a SWPPP report that will identify specific criteria and management practices that are general and exclusive to that site. The SWPPP is required to be on site and have an appointed SWPPP manager to ensure compliance. These sites are regularly inspected and require monthly reporting of site conditions that will include: **Site Assessment and Planning** as well as **Control Measures** using Best Management Practices (BMPs), such as silt fences and sediment barriers, to minimize pollutants in runoff, **Inspections and Record-Keeping,** such as routine checks of controls and keeping logs to show ongoing compliance