

Construction Site Management Acknowledgement Form

CONSTRUCTION SITE MANAGEMENT ACKNOWLEDGEMENT FORM

For demolition or new construction of Residential Infill Development



SECTION 1: APPLICANT INFORMATION

I am the:

☐

Applicant

☐

Owner

☐

Contractor

Applicant/Property Owner/Contractor Name:

Business Name (if applicable):

Project Address:

City File Number:

Contact Phone Number:

Mobile Phone Number:

This form is intended to provide Development Permit applicants, contractors, builders and property owners information about the City of Edmonton's requirements and guidelines for best construction practices.

Failure to follow any applicable Bylaws, Acts or other legislation may result in fines, and immediate STOP orders or violation notices. It is your responsibility to ensure you comply with all relevant and applicable legislation, whether or not it is listed here.

Prior to commencing construction, it is highly recommended that you contact and discuss your proposed development with neighbouring property owners. Discussions may include your estimated construction timelines, any plans you have to limit or mitigate the effect your development may have on neighbouring properties and to provide contact information if questions or concerns arise.

SECTION 2: CONSTRUCTION SITE MANAGEMENT PRACTICES

1. **On-site Contact Information:** As a condition of a Development Permit application, erection and posting of a Development Permit Notification Sign may be required in accordance with Section 20.2 of the Edmonton Zoning Bylaw. This sign shall include at least the following information: the address of the Site, the scope of the application, contract information for the Applicant, Owner or Contractor and the City of Edmonton file number for the Development Permit. (See Zoning Bylaw 12800).

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Personal Information required by City of Edmonton application forms is collected under authority of sections 33(a) and (c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. Your personal information will be used to process your application(s). Please be advised that your name, address and details related to your permit may be included on reports that are available to the public as required or allowed by legislation.

SECTION 2: CONSTRUCTION SITE MANAGEMENT PRACTICES

2. **Site and Surrounding Maintenance:** The site must be maintained in a neat and orderly condition. The following guidelines and provisions have been provided to achieve this:
 - a. **Debris and Waste Bin Maintenance:** Waste Bins should be located entirely on the site and not on the sidewalk, boulevard, road or lane. Any placement of bins onto sidewalk, boulevard, road or lanes requires an approved permit from Transportation Operations for the temporary use of public property. Waste bins should be kept closed/ covered at all times except for actual loading or unloading of waste. No litter, garbage, refuse, or other waste material may be placed on the privately owned property of another person unless otherwise arranged with the property owner. (See Community Standards Bylaw 14600).
 - b. **Construction Equipment Building Materials:** Construction equipment and materials shall not be stored and placed on any sidewalk or roadways, nor endanger the public, the workers, or abutting property for the duration of the construction project.
 - c. **Dust Control, Idling of Vehicles, Generators and Other Equipment:** A person shall not cause or permit nuisance to exist on the land owned or occupied including the production of excessive dust, dirt and smoke. The site must be kept clean and dust must be controlled. All vehicles, generators, and equipment must comply with noise regulations listed under the Community Standards Bylaw 14600, Parts III and V.1.
 - d. **Sidewalks and Roadways:** The contractors or owner shall comply with all snow and ice removal and sidewalk clearing provisions listed under Community Standards Bylaw 14600. Sidewalks and lanes adjacent to property must be free of earth, sand, gravel, grass, leaves, snow, ice or other materials. A person shall not operate a vehicle on roads so as to track any earth, sand, gravel or material on the road/ lane. (Traffic Bylaw 5590 and Community Standards Bylaw 14600).
 - e. **Construction Site Fencing:** Precautions are to be in place to ensure no person is exposed to undue risk. (Alberta Building Code, Divisions B:8.1.1.3 and B:8.1.2.2)
 - f. **Surface Drainage/ Lot Grading:** During construction, the contractors should maintain surface grades that will not cause pooling or flooding on or around adjacent properties. Upon completion of the project, the owner of the premises must establish and maintain surface grades and elevations in compliance with the approved lot grading plan. The contractors or owner shall ensure no construction waste and silt enters the sewer system. For more information, see Drainage Bylaw 16200.
3. **Protection to Public Property**
 - a. **Road/Boulevard/Lane and other Public Property:**
 - All work on City roads shall meet the policies and procedures of the City of Edmonton. All use or work on City roads shall first be approved by the Transportation Operations Branch.
 - The owner shall ensure that work undertaken does not damage or create a hazard to adjacent properties.
 - The Development Officer may as a condition of issuing a Development Permit, require that an applicant enter into an agreement to protect, repair or reinstate, or to pay for the repair or reinstatement, to original condition, any street furniture, curbing, sidewalk, boulevard Landscaping and tree planting which may be damaged or destroyed or otherwise harmed by development or building operations upon the Site. (See Zoning Bylaw 12800).
 - b. **Protection of Boulevard Trees:**
 - Contractors and owner shall take necessary steps to protect and preserve City trees impacted by construction activities.
 - It is an offence to remove or damage any tree on a boulevard; or prune, cut repair or perform other work on tree on a boulevard unless approval has been granted by the City. (See Traffic Bylaw 5590).

WHERE TO SUBMIT

Development Services, HSBC Bank Place
5th floor, 10250 – 101 Street NW
Edmonton, AB T5J 3P4

QUESTIONS?

Phone: **311** or if outside of Edmonton
780-442-5311
Email: SDCurrentPlanning@edmonton.ca

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For additional information,
visit:
edmonton.ca/permitfees

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SECTION 2: CONSTRUCTION SITE MANAGEMENT PRACTICES

4. **Protection to Abutting Property, Fire Protection, Fences, Vibration Control & Excavation Erosion Control:**

- a. The owner shall ensure that work undertaken does not damage or create a hazard to adjacent properties (including fences). If the stability of abutting buildings may be endangered by the work of excavating, adequate underpinning, shoring and bracing shall be provided to prevent: a) damage to, or movement of any part of the abutting building, and b) the creation of a hazard to the public (Alberta Building Code, Division 8.2.2.2).
- b. No person shall use neighbouring source of power or water without the consent of the property owner(s).

5. **Existing on Site Landscaping**

- a. Existing vegetation should be preserved and protected unless removal is demonstrated to be necessary or desirable to efficiently accommodate the proposed development.
- b. As per requirements of Section 55 of the Zoning Bylaw 12800, the following trees and shrubs shall be provided in accordance with Table 55.2(1):

Measure	Table 55.2(1)(d) Tree and Shrub Planting Requirements		
	Single Detached Housing	Semi-Detached Housing and Duplex Housing (per Dwelling)	Row Housing and Stacked Row Housing (per Dwelling)
Less than 10.0 m	One deciduous tree, one coniferous tree and four shrubs	One deciduous tree, one coniferous tree and four shrubs	One deciduous tree, one coniferous tree and four shrubs
10.0 m – 13.0 m	Two deciduous trees, one coniferous tree and six shrubs		
Greater than 13.0 m	Two deciduous trees, two coniferous trees and eight shrubs	One deciduous trees, one coniferous tree and six shrubs	

- c. The requirement to provide trees and shrubs may be provided either through planting new or preserving existing trees and shrubs. (See Edmonton Zoning Bylaw 12800).
6. **Construction Site Access:** A person shall not operate a motor vehicle that crosses a sidewalk or boulevard except at a crossing authorized by the City. (See Traffic Bylaw 5590).
7. **Parking:** Contractors and employee parking, including parking of construction vehicles shall comply with applicable parking regulations. The contractor, owner and employees are reminded that parking shall not be located within a front yard. Vehicular parking is prohibited in the lane unless the vehicle is a commercial vehicle with hazard warning lights are on and in the process of loading or unloading goods. Trailers shall not be parked on a road unless the trailer is attached to a vehicle by which it may be drawn. (See Traffic Bylaw 5590)
8. **Noise Reduction/Hours of Operation:** All contractors and owner shall plan for and effectively implement measures that prevent any noise that disturbs the peace of another individual. (See Community Standards Bylaw 14600). Also:
- a. Construction activity is prohibited on any Sunday before 9:00 a.m. or after 7:00p.m.;
 - b. Daytime decibel limit shall not exceed 65 dB(A) on or abutting a property zoned Residential;
 - c. Overnight decibel limit shall not exceed 50 dB(A) on or abutting a property zoned Residential;
 - d. See other exclusions and restrictions under Part III- Noise Control of Community Standards Bylaw 14600.

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9. **Approved Plans/Changes to Site Plan:** a person to which a permit has been issued must have a copy of the approved plans and specifications for the project. Please note:
- It is an offence to commence any construction, operate a use or a development without a valid Development Permit (Zoning Bylaw, 12800).
 - Any changes or non-compliance with the approved Development Permit shall require amendments to the approved plan(s) and permits). Application requirements including the approval of any changes, shall be, at a minimum, the same as the requirements for the original application and approval.
 - A Development Officer may cancel a Development Permit following its approval if any person undertakes development, or causes or allows any development to take place on a Site contrary to the approved Development Permit.
 - If development continues after a Development Permit has been cancelled or suspended, the person to whom the Permit was issued or the person continuing the development is guilty of an offence and shall pay the penalty amount specified in the Edmonton Zoning Bylaw. (See Zoning Bylaw 12800)

SECTION 3: VIOLATION NOTICES AND ORDERS

Safety Codes Act

A safety codes officer may issue an order if the safety codes officer believes, on reasonable and probable grounds, that (a) this Act is contravened, or (b) the design, construction, manufacture, operation, maintenance, use or relocation of a thing or the condition of a thing, process or activity to which this Act applies is such that there is danger of serious injury or damage to a person or property. (Safety Codes Act 49(1)).

Edmonton Zoning Bylaw

In accordance with the Edmonton Zoning Bylaw, once the City has found a violation of this Bylaw, the City may notify either the contractors or owner by delivering a Violation Notice delivered either in person or by ordinary mail.

SECTION 4: ACKNOWLEDGEMENT AND APPLICANT DECLARATION

I, _____, have reviewed the above information, which summarizes many of the City's requirements and guidelines for best constructions practices (the "Information") and I will use my best efforts to comply with the Information and communicate the Information to all persons involved in the development.

Applicant Signature:

Date:

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