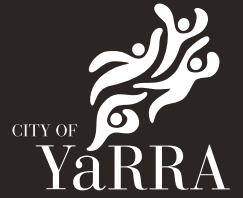


# Construction Management Plan (CMP)



## Project details

Project name

Project Address

Suburb

State

Postcode

Client

Builder

Revision

Revision date

Planning permit number

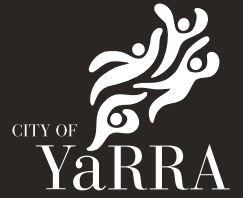
Municipality

City of Yarra

## Office use only

Planning Permit stamp

# Construction Management Plan (CMP)



## Applicant details All applicable sections must be completed

Company name\*

ABN\*

Contact name\*

Contact phone\*

Business Address\*

Suburb\*

State\*

Postcode\*

Email\*

## Construction works All applicable sections must be completed

What stage is this CMP addressing?\*

Demolition     Earthworks     Construction

## Contact details All applicable sections must be completed

Contact details of the person and company responsible for compliance with CMP at the stage nomination above.

Company name\*

ABN\*

Directors name\*

Contact name\*

Contact phone\*

Business Address\*

Email\*

Suburb\*

State\*

Postcode\*

## Contact details of the person in control of the site

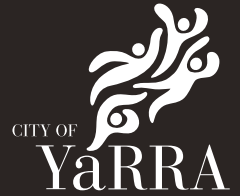
Contact name\*

Contact phone\*

# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



**Site establishment** All applicable sections must be completed

Site plan attached?

Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

Submit a site plan and identify locations of the following:

- Site offices and amenities - including height, number of levels, how they will be screened, methods and strategies to be used to reduce the impact the development has on neighbouring properties. All site office and work sheds are to be located on private property. If this is not possible, submit details of the proposed location for consideration. Council approval is not guaranteed.
- Tower crane(s)
- Hoisting zone(s)
- Vehicle ingress/egress direction to the site
- Vehicle entry/exit points and dimensions
- Worker pedestrian entry/exit points
- Proposed work-zone, construction-zone, no-standing zone etc.
- Material set-down area
- Location of vehicle wash down facility
- Public protection – including dimensions and pedestrian/ vehicle clearance. Identify the length of time and at what stage public protection will be in place. If there will be multiple stages of public protection, submit plans for each stage and relevant details within the CMP.

**If any of the above is not required, please note below**

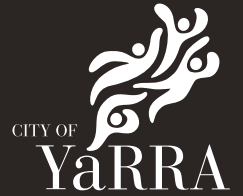
If you require more space attach additional documents as Appendix A - Section A: Before you start and site establishment

Empty box for providing details if any of the above requirements are not required.

# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



#### Public lighting and/or power lines All applicable sections must be completed

If existing street lighting (either on a pole or the wall of property) requires disconnection, it will only be approved on the condition that temporary lighting is approved by council. The lighting needs to replicate current lighting conditions and be equal to the level and distribution pattern of the existing street lighting in the area. All proposed changes to existing lighting will be referred to Council's Civil Engineering Unit for assessment and must be satisfied prior to the CMP being endorsed.

In some instances, it may not be possible to reinstate existing light and/or overhead powerlines due to proximity to the new development. Future reconnection of permanent lighting details must be submitted to council, together with the application to disconnect the existing street lighting.

Where pedestrian hazards associated with the hoarding or other public protection are present, significantly higher lighting levels will be required by council.

It is the responsibility of the builder/site manager to ensure that the CMP is checked by the power authority, to ensure that the proposed activities comply with "No Go Zone" requirements for both overhead and underground power lines.

Submit supporting documentation from relevant authority (if required).

Will this stage of works impact existing public street lighting, poles or power lines?

Yes\* **Provide details below**  No\*

**Details** If you require more space attach additional documents as Appendix A - Section A: Before you start and site development

Will this stage of works require the removal or disconnection of existing lighting?

Yes\* **Provide details below**  No\*

**Details** If you require more space attach additional documents as Appendix A - Section A: Before you start and site development

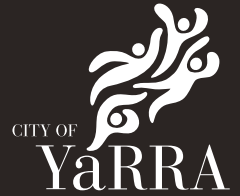
Provide lighting details to ensure the pedestrian pathway or footpath meets standards for pedestrians.\*

**Details** If you require more space attach additional documents as Appendix A - Section A: Before you start and site development

# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



**Spoil, tracking, sediment, run off and concrete run off** All applicable sections must be completed

#### It is the responsibility of the builder/site manager to ensure:

- Sediment control measures, including a designated wash-down area, are installed before work starts and are adequately maintained throughout all stages of the development. Sediment must not be tracked off-site.
- Vehicle access/egress points on the site are stabilised with crushed rock to reduce the likelihood of mud being tracked onto the road, and also provide all-weather site access.
- The stabilised access point is designed to ensure that water is diverted from the area and that structures are placed to ensure vehicles cannot bypass it when exiting the site.
- A vibration (rumble) grid or similar is in placed inside the main egress point of the site to vibrate mud and dirt off the vehicle and tyres before exiting the site.
- Concrete is handled, stored and disposed of correctly to prevent it polluting the stormwater system. Wash out and discharge of concrete waste including slurry, brick and tile mortar onto the ground or into stormwater drains on the site is strictly prohibited.
- All workers and subcontractors on the site or making deliveries to site are made aware of their responsibilities to minimise pollution and act in ways that do not cause environmental harm through spillage or leakage of concrete.

#### The builder must not:

- Drive or permit or cause to be driven a vehicle on a road or footway in the course of any trade, industry or commercial undertaking, unless the wheels and tyres of the vehicle are free from soil, earth, clay or like substances.
- Allow any produce, soil, earth, mud, clay, liquid waste or like substance to fall from or escape onto a road or footway from any vehicle or any equipment which is operating in the course of any trade, industry or commercial undertaking relating to the site.
- Allow any grease, oil, mud, clay or like substance to run off a motor vehicle being cleaned in the course of any trade, industry or commercial undertaking onto a road, footway or into a drain relating to the site.
- Where building work is being carried out on any land the builder must ensure that contaminated water including, run off of chemicals, sediments, concrete, soil, wash down, animal waste or other pollutants does not enter the storm water system from the land or the washing or cleaning of tools or in any other way.

#### Spoil management plan attached?

Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

Submit a spoil management plan and include the following information:

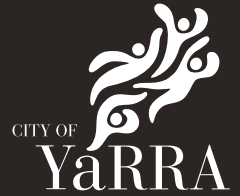
- Location of site entries and traffic paths to, from and around the site.
- Details of site entry and traffic routes stabilised with crushed rock, bitumen or similar base. Provide details of methodology and materials to ensure compliance.
- Location of hardstand areas.
- If trucks will be driven onto site and loaded onsite.
- Details of facilities and/or methods for onsite vehicle cleaning.
- Indicate methods or processes to be used to clean up dust, dirt and mud should it fail to be contained within the site.
- Details of rumble grids or similar device installed to collect mud/sediment from the wheels of vehicles leaving the site. Provide details of methodology and set up to ensure compliance.
  - Rumble grids to be cleaned daily, with consideration given to water saving measures.
  - Water run-off from cleaning the grid filtered before entering the legal point of discharge.

For addition information, visit the Melbourne Water [website](#) and refer to the 'keeping mud of roads' section.

# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



#### Asset protection All applicable sections must be completed

If a building permit is required for building work on land and that building work, person or class of persons have not been exempted, the builder or any demolition contractor must not carry out or allow to be carried out building work on that land unless an Asset Protection Permit has been obtained and must not be of any breach of any conditions of an Asset Protection Permit and pay any bond determined by Council.

#### Asset protection permit application attached?

Yes\* **See requirements below**  No\* **CMP application cannot be assessed**

Submit an asset protection permit application, visit [here](#) for details.

- The application must cover both demolition and construction stages (if applicable).
- Council will determine an asset protection permit bond.
- Drainage inspections will be conducted by council before the works start and at the completion of works (additional fees apply).

#### Pre-condition survey (dilapidation report) attached?

Yes\* **See requirements below**  No\* **CMP application cannot be assessed**

Submit a pre-condition survey (dilapidation report) and include:

- The subject site and all adjacent council roads frontages and nearby infrastructure.
- A photographic condition report of all council assets within reasonable proximity to the site – including kerbs, mountable kerbs/ island, non-damaged assets and any pre-existing damage to assets.
- Photos of council assets along the vehicle route to/from the site (to the nearest arterial road) – including council roads, footpaths, laneways, kerbs, channels, stormwater pits, poles, power lines, street furniture, trees, nature strips, pits, roundabouts, traffic islands, speed-bumps and traffic/parking signs.

#### Site access All applicable sections must be completed

#### Site vehicle access plan attached?

Yes\* **See requirements below**  No\* **CMP application cannot be assessed**

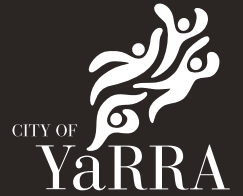
Submit a site access plan and include the following information:

- Location of utility pits and covers. Where vehicle access is required over a utility pit. Submit supporting documents from the relevant authority.
- Truck access to/from site from the nearest arterial road. You can use a google map screenshot and draw on the route.
- A statement indicating the largest sized trucks (including trailers) to be utilised during each phase – demolition, excavation and construction.
- A swept path analysis for each vehicle requiring access to site/construction zone, demonstrating access and egress routes to the site from the nearest arterial road (full route).
  - Swept paths must not mount pedestrian footpath or kerb (this is not permitted).
  - For each swept path, identify how access is to be provided for trucks where vehicle swept paths encroach into parking bays. Note: permanent work zone, construction zone or no stopping zones are unlikely to be installed unless they are directly outside the building site.
  - Swept paths take into account clearance to parked cars, poles and other obstacles.
- Relevant forward and reversing manoeuvres.
- Notate where any asset is required to be moved to facilitate movements.

# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



#### Vehicle crossovers All applicable sections must be completed

**The builder must not, without a permit, construct, repair, reconstruct or remove a temporary or permanent vehicle crossing.**

If building work is to be carried out or is being carried out on private land, the builder must not drive, or permit to be driven a motor vehicle over a kerb, nature strip or footpath to access the private land unless a temporary vehicle crossing is in place and the motor vehicle drives over that temporary vehicle crossing.

If the Council or an authorised officer has required the owner or occupier of any private land on which building work is to occur to construct a temporary vehicle crossing, the builder must not carry out, permit to be carried out, cause or allow the building work to commence until the permit has been granted and the temporary vehicle crossing has been constructed.

#### Is a temporary vehicle crossing required for site access?

Yes\* **See requirements below**       No\* **Go to next question**

**Requirement 1:** The location and details must be shown on the site plan.

**Requirement 2:** Submit an application for a temporary (concrete) vehicle crossing permit – refer to Yarra Standard Drawings YS601, visit [here](#) for details.

#### Is a permanent vehicle crossing required?

Yes\* **See requirements below**       No\* **Go to next question**

**Requirement 1:** Submit an application for a permanent vehicle crossing permit. Refer to Yarra Standard Drawings YS601 and YS602, visit [here](#) for details.

**Requirement 2:** Internal slab levels may need to be altered to allow vehicle access. Levels for vehicle crossings that are existing or have been constructed previously do not necessarily comply with current council standards.

#### Parking sensors All applicable sections must be completed

Council can confirm if proposed works are in an area serviced by in-ground parking sensors.

#### Are proposed works in an area serviced by in-ground parking sensors?

Yes\* **See requirements below**       No\* **Go to next question**

**Requirement 1:** Additional fees apply for the removal and reinstatement of parking sensors.

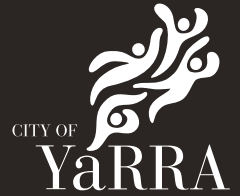
**Requirement 2:** Council can confirm if proposed works are in an area serviced by in-ground parking sensors.

**Details** If you require more space attach additional documents as Appendix A - Section A: Before you start and site development.

# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



**Construction zone** All applicable sections must be completed

A construction zone is an approved area that can be used during construction.

This area may involve the use of plant and equipment or may be used for parking of construction vehicles.

The area is permanently allocated and is to be identified using council approved safety barriers.

Is a construction zone required?

Yes\* **See requirements below**       No\* **Go to next question**

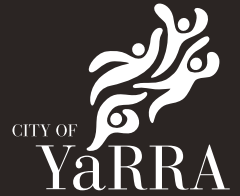
- Submit an application for a road/footpath occupation permit. Visit [here](#) for details.
- Mandatory information to be provided:
  - Application form – road/footpath occupation
  - Certificate of currency showing public liability for at least 10 million
  - Traffic Management Plan – set up and aftercare of construction zone
  - A safe work method statement (SWMS) addressing public safety:
    - List the type of high-risk construction work being done
    - State the health and safety hazards and risk to the public arising from that work
    - Describe how the risks will be controlled
    - Describe how the risk control measures will be put in place
  - Dimensioned site plan including:
    - Type of protection barriers being used
    - Existing on-street arrangements
    - Existing council street assets
    - Current line markings and measurements
    - Current parking sign locations
    - Property boundary line
  - If the location of your construction zone and site access affects nearby residents and businesses, provide detail of noise barriers solutions to be utilised onsite to reduce the associated construction noise
  - Detail the number of parking bays and metered parking bays required for the occupation
  - Photographs of nearest existing parking signs adjacent the proposed construction zone
  - Swept path analysis of vehicle egress/ingress to the construction zone from nearest arterial road
  - A cross section of proposed construction zone showing:
    - Existing and proposed conditions at the location of the construction zone
    - Where temporary drainage solutions are required, provide detail in the drawing
    - Show barriers and screens (as required).



# Construction Management Plan (CMP)

## Section A

### Before you start and site establishment



#### Parking All applicable sections must be completed

##### It is the responsibility of the builder/site manager to ensure:

- All contractor vehicles park legally or in a nearby off-street parking facility.
- During site inductions all contractors and sub-contractors are made aware of the lack of parking in the area and should seek private off-street car parks or use public transport.

##### A work zone:

- Allows parking restrictions to be varied/installed at a work site to enable vehicles associated with the construction site to park legally.
- Must be immediately next to the construction site and may extend up to the width of the property it serves.
- Must be in a legal parking area - it cannot be located in a 'No Stopping', 'No Parking' or 'Disabled Parking' area and must be consistent with any planning permit conditions.

- Does not authorise any other construction activity to occur in this area, e.g. site sheds, crane lifts, plant equipment or material storage.
- Is only in effect during working times, which will be specified on the signs (generally Monday to Friday 7am to 6pm and Saturday 9am to 3pm). Normal parking restrictions are in place outside of the approved times.
- Parking conditions in the surrounding area is considered as part of the assessment of the application. The request will only be approved if there is adequate parking available, which can be allocated for this purpose.

#### Is a work zone required for trade vehicle parking?

You can apply for a work zone permit if you need dedicated parking spaces to park trade vehicles associated with your construction site.

Yes\* **See requirements below**       No\* **Go to next section**

- Submit an application for a road/footpath occupation permit, visit [here](#) for details.
- Mandatory information to be provided
  - Application form – road/footpath occupation
  - Certificate of currency showing public liability for at least 10 million
  - Dimensioned site plan including
    - the existing on-street parking arrangements and dimensions
    - all street assets.
    - locations of parking signs,
    - line marking,
    - street trees,
    - vehicle crossing or driveways
    - Property boundaries in relation to the road.
  - Photographs of the nearest existing parking signs to the proposed works-zone areas (signs to be noted on your plan)

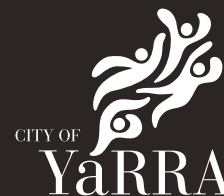
#### Attachments - Section A

Attach any additional documents as Appendix A - Section A: Before you start and site establishment

# Construction Management Plan (CMP)

## Section B

### Work times and security



#### Work times and out of hours All applicable sections must be completed

**A person must not, without a permit, carry out building work (or allow it to be carried out) outside the following hours:**

- Monday to Friday – 7am to 6pm
- Saturday – 9am to 3pm
- Sunday, ANZAC Day, Christmas Day and Good Friday – no work permitted
- All other public holidays – normal times apply unless stipulated in planning permit conditions.

Where a planning permit has been issued for the proposed works, the planning permit conditions will dictate the permitted working hours.

**Should the working times not meet the above criteria then an out of hours permit is required.**

**Applications will be assessed on a needs basis and approval is not guaranteed.**

An out of hours permit is required to work on building sites outside normal permitted times. Council may consider out of hours permits for works such as large concrete pours and tower crane erection/dismantling.

**For concrete pours and tower crane erection/dismantling, submit a schedule for consideration.**

For concrete pours, submit a justification from a suitably qualified engineer that includes:

- The size of the pour
- The estimated pour time and how many cubic meters/ per hour
- Estimated cure time

- The reason why it takes so long to cure (e.g. weather temperature).
- Why a particular pour cannot be done in stages (e.g. minimum quantity as to not affect the structural integrity).
- Estimated staff needed on each pour.
- What equipment needed and number of pumps required (e.g. 1 pump, 2 pumps).
- Any other information that may assist with our assessment of the application.

**Weekends will not be considered.**

**If out of hours work is approved:**

- Apply for an out of hours permit. It's council's preference to lodge all the out of hours applications at the CMP stage and amend the dates throughout the build.

**Option 1:** Distribute a 7 day notification letter to council and residents. The letter distributed to residents (within a 100m radius) **must be approved by council prior to distribution.**

**Option 2:** Distribute a monthly notification letter to council and residents. The letter distributed to residents (within a 100m radius) must be approved by council prior to distribution.

AND

Distribute a notification letter 2 days prior to the out of hours works. The letter distributed to residents (within a 100m radius) **must be approved by council prior to distribution.** There must be 2 contingency dates on the letters (weekdays only).

**Is an out of hours permit required?**

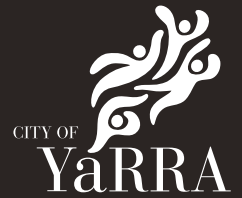
Yes\* **Provide details below**       No\* **Go to next section**

**Details** If you require more space attach additional documents as Appendix B - Section B: Work times and security

# Construction Management Plan (CMP)

## Section B

### Work times and security



#### Construction program All applicable sections must be completed

Is a construction program attached?

Yes\* **See requirements below**  No\* **CMP application cannot be assessed**

Submit a detailed breakdown of the development stages and include the following information:

- Number of workers expected to be onsite during each major stage works (average).
- Table showing works and deliveries that require the occupation (part or full closure) of any road or laneway.
  - Size and type of trucks/deliveries where possible.
  - Showing works/deliveries that require the part or full closure of any road or laneway.
- For each location, where occupation is required:
  - The type of delivery/works being conducted
  - Road/laneway name.
  - Type of road closure (full or half)
  - Details of the impact.
  - Total closures (approximate).
  - Schedule of closures (e.g. once per week for five weeks).

#### Signage All applicable sections must be completed

To enable queries and complaints to be managed onsite in the first instance, signage specifying any security measures and critical contact details **must be erected on the perimeter of the building site** (i.e. attached to the building, fence or hoarding) during all stages of work.

The signage is to indicate "For any enquiry, complaint or emergency relating to this site at any time, please contact..."

Submit the contact details for the person who will be available 24hrs a day in case of an emergency.

Contact name\*

After hours contact phone\*

Mobile\*

#### Security All applicable sections must be completed

Are the security measure details provided?

Yes\* **See requirements below**  No\* **CMP application cannot be assessed**

Submit details of security measures and include the following information:

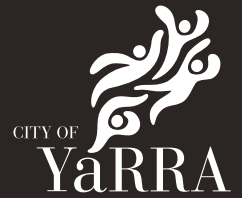
- Security measures in place (at all times) for the site and neighbouring properties to prevent access from unauthorised personnel, including when the site/s are not in operation.
- Types of security measures in place, such as perimeter barriers, locks, surveillance systems, security lighting and motion detectors.

**Details** If you require more space attach additional documents as Appendix B - Section B: Work times and security

# Construction Management Plan (CMP)

## Section B

### Work times and security



#### Graffiti prevention All applicable sections must be completed

Hoardings must consist of appropriate coverings to assist in graffiti removal or measures to reduce the occurrence of graffiti.

Graffiti must be removed or painted over on all hoarding structures within 48 hours of detection or council notification. Council can assist builders by providing graffiti removal kits or paint (for hoardings).

Unless otherwise stated the hoarding is to be of solid construction and painted white or yellow.

No advertising sign or placard of any description shall be placed on or affixed to any hoarding or overhead protective, other than precautionary measures signage or other than as in conditions of the report and consent.

**Provide details addressing what graffiti prevention measures will be in place\*** If you require more space attach additional documents as *Appendix B - Section B: Work times and security*

#### Staged works All applicable sections must be completed

The site must be cleared of all unsightly debris, left in a clean state and with fencing enclosing the vacant land. Measures to ensure the medium to long-term containment of soil and dust must be put in place and maintained at all times. Example: Hay bales on boundaries to ensure no runoff from the site while vacant.

**Are works for demolition only and will the site be left vacant?\***

Yes\* **Provide details below**       No\* **Go to next section**

Submit details outlining what measures are in place to ensure the medium to long-term containment of soil and dust for staged works. If you require more space attach additional documents as *Appendix B - Section B: Work times and security*

#### Attachments - Section B

Attach any additional documents as *Appendix B - Section B: Work times and security*

Yarra City Council PO Box 168 Richmond VIC 3121

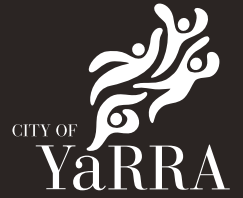
T 9205 5555 E [info@yarracity.vic.gov.au](mailto:info@yarracity.vic.gov.au) W [yarracity.vic.gov.au](http://yarracity.vic.gov.au)

TTY 133 677 then ask for 9205 5555 **Interpreter Services** 9280 1940

# Construction Management Plan (CMP)

## Section C

### Public protection (report and consent)



#### Protection of the public All applicable sections must be completed

A report and consent is the process for consulting with, and obtaining the approval of, a reporting authority when building work may affect assets, infrastructure or amenity of the community. The appointed building surveyor cannot issue a building permit unless they are satisfied that any required report and consent has been obtained.

#### Has the relevant building surveyor determined that precautions are required to protect the safety of the public?

Yes\* **See requirements below**       No\* **Go to next section**

- If there is a risk to the public, public property or public space, a report and consent (building regulation 116) provides that precautions must be taken as required by the relevant building surveyor.
- If the proposed precautions involve projection beyond the street alignment, **a report and consent from the relevant council must be obtained before the building permit is issued.** Contact council's Building Services Unit if you require guidelines to assist in the development of your application. Visit [here](#) for details.
- Once the report and consent has been approved, submit a road/footpath occupation permit to occupy council land.

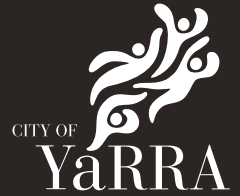
#### Attachments - Section C

Attach any additional documents as Appendix C - Section C: Public protection (report and consent)

# Construction Management Plan (CMP)

## Section D

### Environmental considerations



**Noise and vibration** All applicable sections must be completed

- The relevant planning permit may require the submission of a noise and vibration management plan.
- The plan must be prepared by a suitably qualified professional.
- This may also be deemed a requirement by the CMP Assessment Officer.

The noise and vibration management plan shows methods to minimise noise and vibration impacts on nearby properties. The plan needs to demonstrate compliance with Noise Control Guideline 12 for Construction (Publication 1254) as issued by the Environment Protection Authority in October 2008.

**Is a noise and vibration management plan required?**

**Yes\*** [See requirements below](#)     **No\*** [Go to next question](#)

A noise and vibration management plan must be attached and include the following sections:

- Plan objectives
- Construction noise guidelines
- Techniques to control and minimise noise and vibration
- Monitoring and remedying during works
- Complaint management.

When submitting a noise and vibration management plan, include the following information:

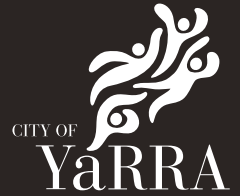
- Residents are to be notified 2 days in advance of scheduled noisy works, including – but not limited to – excavation and piling.
- Provide details of the crane – model, power source, turning circle, crane erecting and dismantling methodology.
- If a geotechnical report or soil testing been carried out, provide an overview of the findings within the CMP and whether it's anticipated that considerable amounts of noise/vibration will be caused during ground works.
- Provide details if anticipating to come into contact with bluestone, basalt or other hard rock when excavating/piling.
- The main construction activities are anticipated to generate noise and/ or vibration.
- Provide detailed information of current industry 'best practice' outlining how construction noise and vibration will be managed?
- For construction zones, considered to be given regarding location and site access and how noise and vibration will affect nearby residents and businesses.
- For sensitive locations, noise barriers should be utilised onsite to reduce the associated construction noise.

**Details/comments** If you require more space attach additional documents as *Appendix D - Section D: Environmental considerations*

# Construction Management Plan (CMP)

## Section D

### Environmental considerations



**Airborne dust** All applicable sections must be completed

**It is the responsibility of the builder/site manager to ensure:**

- The generation of dust does not cause detrimental effects to the health and amenity of neighbours.
- All reasonable and practicable measures are to be taken to minimise dust.
- Dumping of loose materials on a site is minimised.
- Perimeter fencing is designed to minimise the impact of dust on public and adjacent areas.

- Equipment powered by internal combustion engines is properly maintained and regularly serviced to prevent the discharge of excessive pollutants, including smoke and toxic fumes or odours, and to ensure acceptable noise levels are met.
- Locate exhausts and ductwork from equipment away from air intakes, windows, enclosed areas and public areas.
- Materials are cut in designated areas set away from boundaries and public areas, with adequate dust (and noise) suppression. Use localised dust suppression where cutting needs to occur in-situ.

**Will the proposed building activities generate airborne dust?**

Yes\* **See requirements below**       No\* **Go to next question**

Submit details of any equipment and activities that may cause excessive dust or otherwise affect air quality and including the following information:

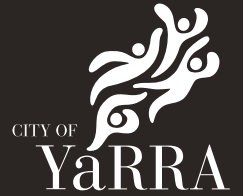
- The appropriate dust suppression techniques/equipment required.
- Detail method and frequency of watering down driveways and trucks with consideration to water efficiency.
- Detail method for preventing dust and other airborne matter impacting the surrounding area. The exposure to wind and weather elements of materials stored on site must be addressed. These measures must be adequate when the site is unattended and regularly monitored for satisfactory implementation.
- If dumping of loose material is to occur, detail method for preventing dust and other airborne matter impacting the surrounding area.

**Details** If you require more space attach additional documents as *Appendix D - Section D: Environmental considerations*

# Construction Management Plan (CMP)

## Section D

### Environmental considerations



#### Removal of hazardous material All applicable sections must be completed

A planning permit condition may require a suitable environment investigation, an environmental audit or a statement by an environmental auditor that the site is suited to residential use. The audit and statement may include measures to be undertaken to rectify site contamination.

Removal of hazardous or dangerous materials from the site must be completed by ensuring compliance with the Public Health & Wellbeing Act 2008 and EPA Act 1970. Adherence to State and Federal legislation including Work Safe standards is required.

The identification and removal of asbestos is controlled through the Occupational Health and Safety Act 2004. Work Safe Victoria administers the powers under this Act. Generally, asbestos removal is performed by a removalist licensed by WorkSafe or trained employees of a licensed removalist.

The licence holder is usually required to notify WorkSafe in advance of any asbestos removal. Unlicensed removal of limited amounts of non-friable asbestos is permitted under certain circumstances.

Further information is available on the WorkSafe Victoria [website](#) and the Victorian Government's [website](#).

#### Will removal of any hazardous or dangerous material be required?

Yes\* **provide details below**

No\* **Go to next question**

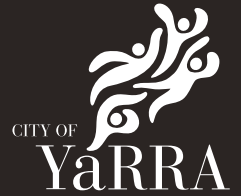
**Details** If you require more space attach additional documents as Appendix D - Section D: Environmental considerations



# Construction Management Plan (CMP)

## Section D

### Environmental considerations



#### Stormwater consideration All applicable sections must be completed

The builder must ensure that contaminated water including, run off of chemicals, sediments, concrete, soil, wash down, animal waste or other pollutants does not enter the storm water system from the land or the washing or cleaning of tools or in any other way.

#### Are details outlining how stormwater will be considered and controlled attached?

Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

Details submitted must include the following information:

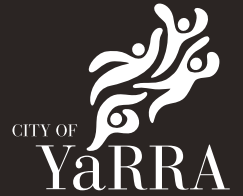
- Grated drains must be provided at stormwater exit points from the site to prevent uncontrolled run-off of sediment onto adjoining properties or public spaces, including road reserves.
- Natural rainwater run-off must be controlled to prevent sediment draining into the stormwater system. Upslope water must be diverted to prevent it from travelling through the site. Downpipes must be connected as soon as a roof is installed on the site.
- Natural falls of the site must be identified, and sediment filters such as straw bale filters, gravel surface barriers, sandbags, pit baskets or geo-textile mesh screens provided at runoff points. Straw bales/geo-textile mesh screens must be replaced on a regular basis so that they remain effective.
- Sediment traps or filters must be placed around any drain affected by construction works to prevent sediment entering the stormwater system. Sediment controls are often moved during construction works and should be checked daily to ensure they are in place.
- Proposed storage locations for loose materials such as soil, sand and gravel must be specified and details provided of precautions to prevent displacement. Sediment barriers are required for fine materials.
- Waste material, including liquid wastes such as paint, concrete slurries and chemicals must not be discharged into a stormwater drain. Facilities to enable paint brushes, rollers and spray equipment to be cleaned without any discharge of by-product into the stormwater system must be specified.
- Activities on construction sites need to consider permanent water saving measures regulated in Victoria. All hoses must be in good condition and fitted with a trigger nozzle.
- A high-pressure water cleaning unit is to be used for all wash down activities.

**Details** If you require more space attach additional documents as Appendix D - Section D: Environmental considerations

# Construction Management Plan (CMP)

## Section D

### Environmental considerations



#### **Building waste** All applicable sections must be completed

Before commencing any building work on any land, the builder engaged to carry out building work on the land must prepare and submit to the Council a waste management plan.

#### Is a waste management plan attached?

Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

Submit a waste management plan and include the following information:

- Identify which waste streams are likely to be generated and estimate the approximate amounts of material.
- Ways to avoid the generation of that waste.
- Details of the qualified waste management contractor who will provide services for the waste streams generated and data on waste/recycling generation.
- How the waste management system will work on-site, including bin placement and access.
- How the various elements of the waste management plan will be implemented and monitored on site.

**Details** If you require more space attach additional documents as *Appendix D - Section D: Environmental considerations*

# Construction Management Plan (CMP)

## Section D

### Environmental considerations

**Trees** All applicable sections must be completed

The builder must not or allow, without a permit, remove, damage, destroy or lop a significant tree. **A significant tree is defined by the following under General Local Law:**

**7.42 "significant tree" means a tree which meets one or more of the following criteria:**

- 7.42.1 the tree is single trunked with a trunk diameter of 400 mm or greater measured at 1500 mm (1.5m) above the ground; or
- 7.42.2 the tree is multi-trunked with a combined trunk diameter of 400mm or greater at 1500 mm (1.5m) above the ground; or
- 7.42.3 the tree is individually listed on the significant tree register;

- 7.42.4 the tree is one of a group of trees listed on the significant tree register; or
- 7.42.5 the tree is single trunked with a trunk diameter of 400 mm or greater measured at ground level; or
- 7.42.6 the tree is multi-trunked with a combined trunk diameter of 400 mm or greater measured at ground level;
- 7.43 "significant tree register" means a register of trees of cultural significance to the Council, which is kept and maintained by Council;

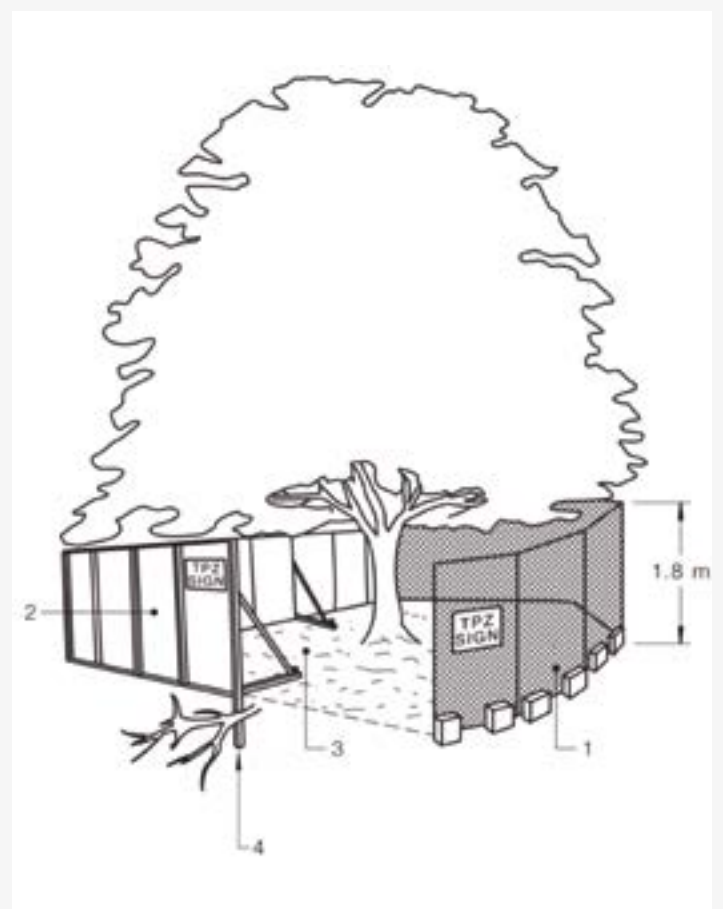
**Are there any trees and/or vegetation that require protection?**

**Yes\*** **See requirements below**       **No\*** **Go to next question**

- Attach a Tree Management Plan if required under the planning permit
- Ensure the planning permit conditions relating to the retention and protection of trees and vegetation on the street, site or neighbouring properties are met.
- In the absence of planning controls or a planning permit specifying trees to be retained or protected, Council's local law may apply. A local law permit will be required to carry out works within the structural root zone or to prune a significant tree.
- If a tree protection zone (TPZ) is required, this must be done before the commencement of any demolition, excavation or building works on the site.
- No excavation may occur nor materials be stored within a tree protection zone.

#### Tree protection zone example (TPZ)

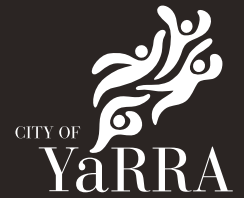
- 1 Chain wire mesh panels with shade cloth (if required) attached, held in place with concrete feet.
- 2 Alternative plywood or wooden paling fence panels. This fencing material also prevents building materials or soil entering the TPZ.
- 3 Mulch installation across surface of TPZ (at the discretion of the project arborist). Excavation, construction activity, grade changes, surface treatments or storage of materials of any kind is NOT permitted within the TPZ.
- 4 Bracing of fences is permissible within the TPZ. Installation of supports should avoid damaging the roots.



# Construction Management Plan (CMP)

## Section D

### Environmental considerations



**Trees** All applicable sections must be completed

Are there any trees and/or vegetation that require protection? (continued from page 18)

**Details/comments** If you require more space attach additional documents as Appendix D - Section D: Environmental considerations

Council is guided by Council's Street Tree Policy when making decisions about removing trees.

Removal of a tree is usually the last option and only considered when other options to rectify the concern have been exhausted.

We only consider removing trees that are:

- Dead
- Dying
- Structurally unsound
- Proven to be causing property damage that cannot be remedied through other arboricultural solutions.

Are there any trees and/or vegetation that require removal?

Yes\* **Provide details below**       No\* **Go to next section**

Submit details including location and justification for removal.\*

If you require more space attach additional documents as Appendix D - Section D: Environmental considerations

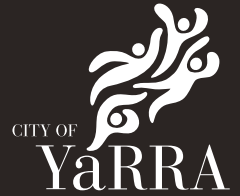
### Attachments - Section D

Attach any additional documents as Appendix D - Section D: Environmental considerations

# Construction Management Plan (CMP)

## Section E

### Traffic management



#### Traffic management plans (TMP) All applicable sections must be completed

Critical issues to consider for managing traffic around construction workplaces include:

- Keeping pedestrians/cyclists and vehicles apart, including on-site and when vehicles enter and exit the workplace.
- Minimising vehicle movements.
- Eliminating reversing vehicles or minimising related risks.
- Ensuring vehicles and pedestrians are visible to each other.
- Using traffic signs.
- Developing and implementing a Traffic Management Plan (TMP).

Arterial roads are managed by VicRoads and all works on these roads and footpaths require approval from VicRoads in accordance with the Road Management Act 2004.

You can find a map of declared roads on the VicRoads [website](#).

Submit TMP's where the occupation of Council's assets is required for the following:

- Demolition Works
- Excavation Works
- Concrete Pours
- Mobile Crane works
- Tower crane erection/dismantle
- Construction zone set-up (ongoing occupation)
- Material deliveries
- Road/laneway closures
- Any other anticipated works that require the occupation of Council asset

#### Traffic management plan(s) and swept path analysis attached?

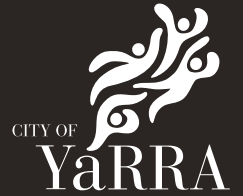
Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

- The TMP to comply with provisions of AS 1742.3-2002 Manual of uniform traffic control devices - Part 3: Traffic control devices for works on roads.
- The TMP (including vehicle swept paths) details the most effective methods for truck vehicle movements to and from the site to ensure efficiency, safety and the most limited disruption to other road users.
- Detail for the management of construction vehicles accessing and leaving the site to prevent queuing on roads and unnecessary disruption to traffic.
- Pedestrian and bicycle paths provided are on the same scale and to the same width as any facilities for pedestrian or bicycle traffic that were existing prior to the works.
- Details of the route to be used from the nearest arterial road to the site access.
- Swept path analysis for large vehicles (tandems, cranes, truck, and dog/concrete panel transport).

# Construction Management Plan (CMP)

## Section E

### Traffic management



**Vehicle management plan** All applicable sections must be completed

Submit a plan for the management of construction vehicles accessing and leaving the site to prevent queuing on roads and unnecessary disruption to traffic as well as the route to be used from the nearest arterial road to the site access. Staging is not permitted on local roads within the municipality.

A copy of the Register of Public Roads can be found [here](#).

“Staging” means heavy motor vehicle/s stopping, or assembling, and parking on council roads either illegally or in a manner likely to affect the amenity of the area, en route to the land where building work is occurring to either deliver to or pick up from the land any soil, materials or machinery related to those building works.

**Vehicle management plan attached?**

Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

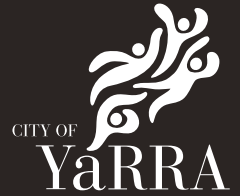
- Attach documents as Appendix E - Section E: Traffic management

**Details/comments** If you require more space attach additional documents as Appendix E - Section E: Traffic management

# Construction Management Plan (CMP)

## Section E

### Traffic management



**Pedestrian/cyclist management plan** All applicable sections must be completed

**Pedestrian/cyclist management plan attached?**

Yes\* **See requirements below**       No\* **CMP application cannot be assessed**

Submit a pedestrian/cyclist management plan and include the following information:

- Risk assessments to determine whether a footpath closure or temporary path is required. The assessment may include site visits and traffic surveys. This data assists managers to schedule deliveries according to pedestrian volumes.
- Footpath closures used only when temporary paths pose an unacceptable, unalterable risk. Closures are clearly signed, directing pedestrians to a safe street crossing in advance of the closure.
- Temporary paths provide direct, separate, clearly marked walkways through or around the worksite. They keep pedestrians and vehicles separate, and follow pedestrian 'desire lines' to limit unsafe shortcuts. Provide a temporary path when:
  - Moderate to high vehicle and pedestrian traffic coincide (even briefly), and there is risk of contact.
  - The path is important to the local community (for example, it connects local businesses).
  - A footpath closure would make the walking distance unreasonable, tempting risky short cuts.
- Road crossings are used only when an existing formal crossing is not available. They are clearly signed and lit, and visible to both pedestrians and vehicles.
- Risky behaviour is provided for in design. Proximity to some institutions, such as schools or entertainment precincts, may increase the likelihood of risky behaviour in pedestrians.
- Signage is clear from the path of travel and highly visible to pedestrians and other road users.
- Sign posts, fencing and barriers are clear from the path of travel and do not obscure sightlines.
- Work vehicle movement across the pedestrian path is minimised and managed by traffic controllers. Driver sightlines are clear in both directions.
- Roadside barriers are to legislative standard-approval, follow the desired path of travel, and are not small enough to act as projectiles when impacted on by a vehicle.
- Lighting is at least as luminous as the original, and does not shine directly into road users' eyes. Additional lighting is used where it is necessary to improve visibility or highlight crossing points.
- Pavement surfaces are smooth and without grooves or major surface defects. Temporary hoses or cables are placed at right angles to the path, and in the case of thick cables, protected by a smoothly ramped solid cover treatment. Steel road plates are treated with a skid-resistant surfacing (it may be possible to avoid using steel plates entirely by staging construction across the footpath).
- Maintenance programs are in place to ensure paths are clear of debris and loose gravel.
- Monitoring and auditing are conducted regularly to identify non-compliance and corrective actions.

#### Details/comments

If you require more space attach additional documents as Appendix E - Section E: Traffic management

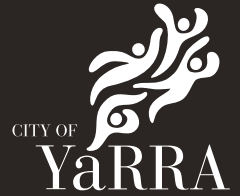
#### Attachments - Section E

Attach any additional documents as Appendix E - Section E: Traffic management

# Construction Management Plan (CMP)

## Section F

### Permits and consent



**Permits and consent** All applicable sections must be completed

When you are building in Yarra, you must check what permits and consents are required. You can find more information online [here](#).

Other authority approvals may be required for any works carried out in proximity to their assets.

On arterial roads if there is occupation, potential traffic impact or placement of regulatory signage, approvals will be required from VicRoads.

**The CMP will not be endorsed unless we have the relevant consents from other authorities.**

**Are other authority approvals required?**

Yes\* **See requirements below**       No\* **Go to next section**

- Submit supporting documentation from the relevant authority. Authority examples include:
  - VicRoads
  - Public Transport Victoria
  - Yarra Trams
  - CitiPower
  - VicTrack

**Details/comments**

If you require more space attach additional documents as Appendix F - Section F: Permits and consent

**Attachments - Section F**

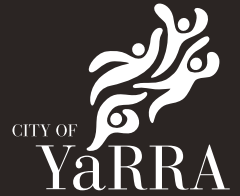
Attach any additional documents as Appendix F - Section F: Permits and consent



# Construction Management Plan (CMP)

## Section G

### Remediation and civil works



#### Remediation and civil works All applicable sections must be completed

For remediation and civil works, contact council three months prior to completion of the development to arrange a site meeting with the senior reinstatement officer. They will advise on council standards and scope of works.

The builder, developer or any other responsible person is liable for the full cost of reinstatement for any damage to council assets as a result of the development. This must be to the satisfaction of the responsible authority.

#### Is the site located within a heritage area?

Yes\* **See requirements below**       No\* **Go to next section**

- Any reinstatements or remediation works must be in line with council's current standards and heritage policy.
- Provide Heritage Planning Scheme overlay number (eg HOxxxx)

#### Details/comments

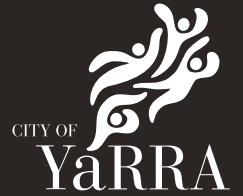
If you require more space attach additional documents as Appendix G - Section G: Remediation and civil works

#### Attachments - Section G

Attach any additional documents as Appendix G - Section G: Remediation and civil works

# Construction Management Plan (CMP)

## Attachment checklist and declaration



**Appendix attachment checklist** Not all attachments may be applicable for your application, please check each section.

### Section A

Name attachments: Appendix A - Section A: Before you start and site establishment

- Site plan
- Site office and work sheds details
- Public lighting application
- Spoil management plan
- Asset protection application
- Pre-condition survey (dilapidation report)
- Site access plan
- Vehicle crossover application
- Parking sensor details
- Construction zone application
- Work zone application

### Section B

Name attachments: Appendix B - Section B: Work times and security

- Out of hours details
- Construction program
- Signage details
- Security measures
- Graffiti prevention measures
- Staged work details

### Section C

Name attachments: Appendix C - Section C: Public protection (report and consent)

- Protection of the public details

### Section D

Name attachments: Appendix D - Section D: Environmental considerations

- Noise and vibration plan
- Airborne dust details
- Removal of hazardous material details
- Stormwater plan
- Waste management plan
- Tree details

### Section E

Name attachments: Appendix E - Section E: Traffic management

- Traffic management plan
- Vehicle management plan
- Pedestrian management plan

### Section F

Name attachments: Appendix F - Section F: Permits and consent

- Permit and consent details

### Section G

Name attachments: Appendix G - Section G: Remediation and civil works

- Remediation and civil work details

## Declaration

Is your company in control of the site during this stage of work?

- Yes\*     No\*    **Only the company in control of the site may complete and sign this declaration**

- I have due authorisation and delegation to sign this CMP on behalf of the Company listed above and take responsibility for ensuring compliance with our commitment specified herein, the Local Government Act 1989, Planning and Environment Act 1987, Council's General Local Law 2016 and any other relevant legislation. Any breach will result in enforcement action taken by Council.\*

Signature\*

Print name\*

Date\*

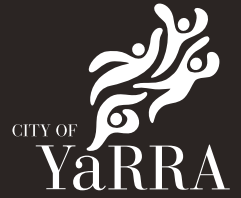
Yarra City Council PO Box 168 Richmond VIC 3121

T 9205 5555 E info@yarracity.vic.gov.au W yarracity.vic.gov.au

TTY 133 677 then ask for 9205 5555 Interpreter Services 9280 1940

# Construction Management Plan (CMP)

## General permit conditions

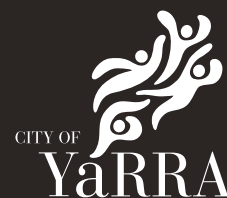


### General permit conditions

1. All development must accord with the endorsed plans. Any alterations must be approved in writing by the Responsible Authority.
2. All contractors, tradespersons and subcontractors must operate in accordance with the CMP.
3. Where temporary fencing is utilised, it must be suitably covered with shade cloth.
4. Trucks must not stage on local roads within the municipality.
5. Any trucks leaving site with excavation material must be covered.
6. Any deliveries to site shall be within the confined hours of the planning permit.
7. For any deliveries outside of permitted hours, an out of hours permit request must be submitted for consideration. Works must not proceed until the relevant permit is approved.
8. All activities shall comply with the Environmental Protection Authority noise control Guideline 12 for Construction (Publication 1254 Oct 2008).
9. If requested by Council, a noise and vibration report must be compiled by an accredited acoustic engineer and provided to Council at any time before or during demolition, excavation and construction works.
10. If deemed a requirement by the assessing CMP officer, noise and vibration must be addressed.
11. Waste material, including liquid wastes such as paint, concrete slurries and chemicals, must not be discharged into a stormwater drain. Purpose wash bays will be provided for such cleaning of waste material
12. If tree(s) are to be removed from Council property, removal works are to be carried out by Council contractors while under direction and authorisation from Council. Council must give written authorisation for the tree(s) to be removed prior to any removal works commencing.
13. The traffic management plan endorsed within the CMP are subject to further review during the assessment of permit applications. Amendments to the plans or further information relating to the works may be requested by Council when assessing the permit applications.
14. All required permits and consents must be obtained prior to any works being carried out. This includes obtaining relevant authority approvals such as Vic Roads, Yarra Trams, PTV and CitiPower.
15. Every month, a letter drop must be distributed to Council, residents and businesses (within 100m of the site) updating on project status.
16. Any amendments to the endorsed CMP document and plans must be submitted to the Planning Department.
17. Any excavations adjacent to or near a road or pathway must be designed to support the road or pathway. Excavation works must be managed by building practitioners registered in an appropriate category.

# Construction Management Plan (CMP)

Specific permit conditions



Specific permit conditions - office use only

A large, empty rectangular box intended for entering specific permit conditions. The box is white and surrounded by a light gray border.

Yarra City Council PO Box 168 Richmond VIC 3121

T 9205 5555 E [info@yarracity.vic.gov.au](mailto:info@yarracity.vic.gov.au) W [yarracity.vic.gov.au](http://yarracity.vic.gov.au)

TTY 133 677 then ask for 9205 5555 **Interpreter Services** 9280 1940