

HILLSIDE SAFETY IMPROVEMENT MEASURES AND PROCESS MANUAL

I. PURPOSE

This Hillside Safety Improvement Measures and Process Manual provides guidance for compliance with specific town regulations applicable to building and construction on all land within the **Hillside Development Area**, as designated and defined pursuant to Section 2202 of Article 22 of the Zoning Ordinance of the Town of Paradise Valley, that is, the “Hillside Development Regulations.” This manual does not modify or change any requirements or approval processes required pursuant to the Hillside Development Regulations, but it does supplement the Hillside Development Regulations with specific requirements related to building and construction activities within the Hillside Development Area to ensure construction plans and construction activities on properties within the Hillside Development Area are conducted in a manner that improves safety.

In furtherance of this purpose, the Town Engineer may require a Safety Improvement Plan (“SIP”) (as defined in the Requirements section below) to reduce the negative impacts of construction activities in the Hillside Development Area on the surrounding neighborhoods by mitigating potential civil engineering infrastructure failure; subsurface or hillside seismic refraction damage that may result in future landslides; falling boulders; subsurface or surface erosion; subsurface water erosion created by seismic cracks or fissures; noise; and/or dust.

A Construction Staging Plan (“CSP,” as defined in Requirements section below) is required for all construction activities in Hillside Development Areas.

Safety Measures and Review Process. The Safety Measures and Review Process (as defined herein) consists of a Safety Improvement Plan. The Safety Improvement Plan shall be reviewed prior to Combined Hillside Building Committee Review or Formal Hillside Building Committee Review (as such are defined in the Hillside Development Regulations). The Town may hire outside firms or technical advisors to assist with the Safety Improvement Plan review or may require third party inspections. Unless waived by the Town Manager, the costs associated with such reviews and inspections shall be borne by the applicant.

Construction Staging Plan Requirement and Review Process. The Construction Staging Plan shall be required and reviewed no later than the beginning of the building permit application process. The applicant may wish to submit sooner in the review process, which is deemed acceptable by the Town.

B. CONSTRUCTION STAGING PLAN

The Construction Staging Plan must be provided to the Town no later than at the time of the Building Permit process. An engineering seal is not required. All Town Hillside construction projects and activities will submit a Construction Staging Plan. When deemed necessary, the Town Engineer may hire an outside firm to assist with or review an application, including the Construction Staging Plan. The following elements will be required by the Town in a Construction Staging Plan:

Construction Staging Plan Checklist

- Location of construction entrances and exits;
- Location of equipment and material staging and storage;
- Onsite circulation for construction vehicles and equipment (plan includes on-site and off-site deliveries, employee parking, turn-arounds, etc.) on public and private roads and on private driveways, as applicable;
- Parking plan for construction vehicles and equipment. Parking plans considerations may include (but are not limited to) no parking within five feet of driveways or mailboxes, parking on only one side of street. Hillside parking must be on the uphill side of a hillside road, as tonnage weight of vehicles and equipment can undermine hillside roads. If an alternate location other than uphill side parking is identified, it must be approved by the Town Engineer;
- Special temporary traffic control plan as necessary (e.g. for crane);
- Conveyance of neighborhood traffic, including emergency vehicles;
- Location and plan regarding any aerial deliveries, as applicable;
- Trash storage and removal plan;
- Fencing plans;
- Location of toilet facilities; and
- Other items identified by Town based on circumstances of the property or surrounding area.

The Town and/or third-party inspector must review construction site for compliance with the Construction Staging Plan.