



Village of Mount Prospect

Community Development Department – Building Division
50 South Emerson Street
Mount Prospect, Illinois 60056
Phone: 847/870-5675 Fax: 847/870-6620

CONSTRUCTION SITE MAINTENANCE GUIDELINES

Construction Site Maintenance Guidelines

The Village of Mount Prospect has developed a set of Construction Site Maintenance Guidelines to assist you in minimizing the negative impact your project may have on the community and to make certain that your project complies with the Village Code. By accepting a permit from the Building Division, you are entering into a contract with the Village that requires you to follow the guidelines outlined below (Ord. 5536, 1/17/06). Remember that all projects, regardless of their size, have the ability to impact others around you. If you are undertaking a large project that requires access to or use of your neighboring property first get permission from your neighbor to avoid future conflict.

If a problem occurs during your construction project, Village Staff may notify you of the problem and request that you correct it in a timely manner. If the problem continues, the Village will request that all construction stop until the problem is corrected (the Village also has the right to correct the problem at the general contractor's expense). If you have any further questions regarding construction guidelines please contact the Building division at (847) 870-5675. For questions regarding general property maintenance please contact the Environmental Health Division at (847) 870-5668.

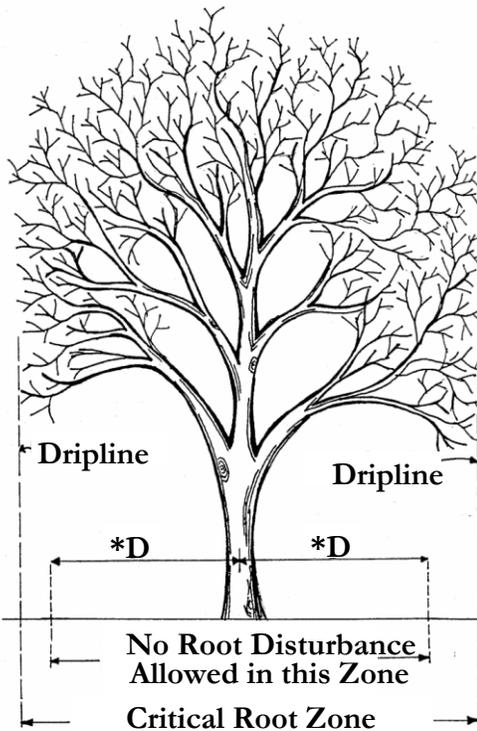
The following are the relevant construction site maintenance guidelines:

- **Protect Property and Public areas**
 - Protect all public and private areas from damage
 - Restore all areas disturbed by the construction to their original condition
 - Do not track soil, gravel, or other materials onto the streets and public sidewalks
 - Control dust as much as possible.
 - Control erosion and sedimentation.
 - Do not prepare materials on public property.
 - Protect trees during construction, as outlined in the Public Tree Protection Plan.
- **Be Considerate of your Neighbors**
 - Limit construction to the hours of 7:00 a.m. to 7:00 p.m. 7 days a week.
 - Do not block access to nearby homes and businesses with construction vehicles.
 - Keep grass and weeds below eight (8) inches in height on the entire property.
 - Do not place portable toilets in the side yard or the right-of-way.
 - Replace portable toilets before they produce objectionable odors.
 - Replace portable toilets prior to overflow.
- **Protect the Public**
 - Use proper barricading when sidewalks are closed.
 - Keep a five (5) foot fence around all single family construction or remodeling sites to prevent access by the public.
 - Cover and drain open foundations. Water remaining for more than seven (7) days is considered stagnant.
- **Use proper sanitation**
 - Keep the property free of garbage and debris.

- Use a dumpster to hold all construction debris
 - Non-residential projects are required to use a dumpster provided by ARC Disposal. Please contact ARC Disposal at (847)981-0091 for current dumpster and roll off rates.
- Use a cover or tarp over the top of the dumpster.
- Remove the dumpster immediately once it reaches the fill level.

Tree Protection Guidelines

1) CRITICAL ROOT ZONE (CRZ)



Minimum Required Separation

Tree Diameter (4.5' above ground)	*D (Excavation)
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less than 3"	1'
3" to 4"	2'
5" to 9"	5'
10" to 14"	10'
15" to 19"	12'
greater than 19"	15'

Tree Diameter (4.5' above ground)	*D (New Pavement)
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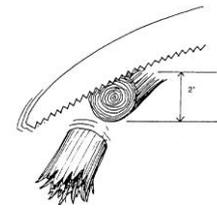
less than 3"	6'
3" to 4"	6'
5" to 9"	6'
10" to 14"	10'
15" to 19"	12'
greater than 19"	15'

*D - minimum required distance between excavation, trenching, paving, etc. and the center of the tree

2) PROPER ROOT PRUNING

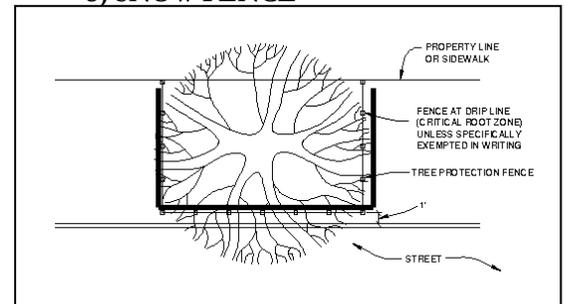
Reason: Roots with a sharply cut end will quickly produce a flush of new roots, helping the tree to recover from its injury. A crushed or torn root leads to decay and few new roots.

Procedure: When tunneling or avoiding roots is not possible, trench carefully by hand or machine near trees, sawing roots over 2" in diameter. Make the cut flush with the side of the trench closest to the tree. No need to paint or treat the ends.



When roots 2" or larger are accidentally broken, dig out enough of the trench to saw through an undamaged portion of the root.

3) SNOW FENCE



I acknowledge that I have received and read this document, and that it will be followed.

Permit Applicant / Contractor

Date