



## Vail Staging / Parking Plan Information

**The Staging / Parking Plan Philosophy**- Is a very important step in the building process. Striking a balance between safe public access and giving construction projects room to build is becoming increasingly challenging, for us to meet all the needs of those who will be impacted by construction projects. The fact is, there is less room to build in the Town of Vail.

Developing a creative Staging Plan is a must. Staging in the Town of Vail Public Right of Way is a Privilege, not a given right. We take into account when we review and approve staging / parking plans, impacts on neighborhoods, tourism, business and the traveling public along with your right to build.

**The General Contractor is responsible for all subcontractors and all construction activity relating to the building project.** The staging plan will be enforced according to the Approved Set of Building and Staging Plans. You are required to keep a copy of the Approved Staging Plan on site.

Two staging /parking plans are required, a summer and winter. Summer staging plans expire on November 1, and winter staging plans expire on April 15. (Note: There is no on street parking in the winter season and all materials, equipment, etc must be 10' off the edge of asphalt.)

Enforcement of all staging / parking plan is as follows.

- A) Staging / Parking Plans to scale required.
- B) Once the plan is approved, they will be held to complete compliance.
- C) We will use a 3 step and you're out, process.

**Step One**- Verbal and written warnings as to the staging plan violation, then have contractor sign and date field memo warning.

**Step Two**- Police Department issue tickets and tows or public works writes second written warning to all violators who have been notified under step one and who are still in violation of the approved Staging / Parking Plan. The Town of Vail Chief Building Official will call the contractor and notify them, the next time any violation happens, the building department will red tag the construction site for 48 hours.

**Step Three**- If still in violation after step two, a 48 hour Red Tag will be issued to the project site.

If you have any Questions, Please contact the Town of Vail Construction Inspector at 970-479-2198

## Requirements for an Acceptable Staging Plan

It is preferred that and Approved Site Plan is used to draw a staging plan, but a hand drawn plan may be used as long as it is drawn to scale and is neat and legible.

- 1.) The Staging Plan must show the following:
  - (a) Show all parking that is required for the job site. (Including construction equipment).
  - (b) Show the location of all material that will be staged on site.
  - (c) Show the location of all dumpsters and port-o-john that are to be on site.
  - (d) If a fence is required, then show the location of the fence and describe the material used for the fence.
  - (e) If trees and / or vegetation is required to be protected, then show how this will be done.
  - (f) If this staging plan is for a Demo Permit, then show staging for dump trucks and all related equipment. If the Town of Vail Right of Way area is needed for staging, then a Traffic Control Plan is required in conjunction with the staging plan.
  - (g) Please provide and show an Erosion Control Plan.
  - (h) No equipment, vehicles, materials are allowed on Town of Vail Right of Way in the Winter Staging Plan.
- 2.) If work needs to occur in the right of way, then add a Traffic Control Plan to the staging plan showing the following:
  - (a) The work zone (area that is to be performed)
  - (b) Traffic Control Devices (warning, signs, cones, flaggers, etc.)
  - (c) Distances that all devices will be set up from the work zone. Also show all dimensions of work being performed in the right of way. All traffic control plans must conform to the MUTCD manual.(Manual of Uniform Traffic Control Devices)
- 3.) This plan will be reviewed by Public Works and if Necessary the Police, Fire, and Community Development Department. Once the staging plan is approved, it will be registered with the departments listed above and enforced.
- 4.) The Village and Lionshead area have outside construction restrictions, please become familiar with the Vail Village and Lionshead Construction Hours handout.