

## **8. GENERAL CONSTRUCTION REQUIREMENTS**

### **8.1 Normal hours of work**

**7.00 a.m. to 6.00 p.m.** Monday to Saturday

**No work on a Main Road from** 7.00 a.m. to 9.00 a.m. and 4.00 p.m. to 6.00 p.m. Monday to Friday.

**No work Sundays or Public Holidays**

**No work may be carried out in the Christmas shopping period,** 1<sup>st</sup> to 24<sup>th</sup> December inclusive, in the Central, or Suburban, shopping areas except for emergency work.

Different hours of work may be required by Council in streets where prior approval is needed. Such as no work between 12.00 noon and 2.00 p.m. in shopping areas, or work only at night on a busy street with no loud noise such as the use of breakers, profilers or saw cutters after 10.00 p.m.

### **8.2 Noise**

All work is to be carried out in accordance with the requirements of the NZ Standard 6803P:1984 'The measurement and assessment of noise from construction, maintenance and demolition work'. This Standard limits the levels of noise that may be received at situations around a work site. This includes major restrictions on noise before 7.30am and after 6.00pm unless approved otherwise through "Prior Approval" (Section 4, as a variation to the requirements of this code).

All plant and equipment must be silenced in accordance with good industry practice. Care must also be taken to use work methods that minimise noise levels, such as avoiding the use of breakers and other similar loud noise when required to work late at night.

Consideration must be given to avoid any unreasonable nuisance to nearby public, such as restaurants, coffee bars, shops, student examinations, performances, businesses, hospitals, care institutions and schools. Work near such situations will require public consultation, and may require extra measures to minimise the nuisance to the public. For example such extra measures might be:

- Consultation with the public to best accommodate needs
- Work carried out only during other agreed hours and/or days
- Periodic breaks during the day where breakers, saw cutters, profilers etc are not used. e.g. a regular minimum 10 minute break every hour to allow local businesses to make phone calls
- Periods of reduced noise without the use of breakers, saw cutters, profilers, compaction equipment, etc, during the lunch time shopping period 12.00 noon to 2.00 p.m.
- Use of sound screens
- Use of different construction methods
- Additional notification of the public

Should any complaints be received, then the Road Controller may stop the work until further agreed measures are taken to manage the noise problem.

## **8.3 Construction site**

### **8.3.1 General**

The construction site is the area used by the Contractor for their work and the storage of any equipment, plant and materials. This includes any area of road that does not have a proper temporary surface for public use.

The Site must be clearly defined and/or barricaded to avoid the public being exposed to danger.

No site is to include any area of foreshore or other Council Land, that is not road, without first obtaining specific written approval from the manager/owner of that land.

### **8.3.2 Size**

The size of the work site must be kept as small as reasonably possible. Typically any construction work should not exceed 50 metres in length along the road unless otherwise approved by the Road Controller.

### **8.3.3 Tidiness**

Any areas of the Construction site where the public have access and all areas adjoining the construction site must be kept clean and tidy at all times.

Any concrete or diesel spillage etc., must be cleaned up immediately. Diesel or concrete spillages are not to be washed into the stormwater system.

Any pavement damaged by oil, diesel or other such spillage must be replaced.

Once the work is finished the site must be clean and tidy when opened for public use.  
This also includes:

- the removal of any paint used to mark out underground utilities where it is considered unsightly by the Road Controller
- the cleaning of any affected street sumps in the site and down hill from the work

### **8.3.4 Contractor's name on equipment**

All equipment, plant, barricading, cones and signs left on site while work is not being carried out must be labelled with the Contractor's name and be kept in a clean condition to maintain their visibility.

This allows the Contractor to be easily identified in afterhours situations if some action is required. Sites must not contain equipment with other Contractor's names as this is misleading.

## 8.3.5 Traffic management

### 8.3.5.1 General

A Traffic Management Plan (TMP) must be prepared by a qualified person and be kept on site while work is in progress for any situation where vehicular traffic or pedestrians may be affected.

Traffic control must be appropriate to the situation at all times both during work hours and after work hours.

The TMP shall be prepared in accordance with the following standards:

- *State Highway Routes* – (Airport to the Northern boundaries of the City) The State Highway routes are outlined in Appendix K – Main Roads. They also include the Motorways. The State Highway route is subject to change as the Inner City Bypass works proceed. The ‘TNZ Code of Practice for Temporary Traffic Management, November 2004, (*TNZ COPTTM*) together with any amendments, or any subsequent revision, of that code apply to all *State Highway Routes*. Copies of the *TNZ COPTTM* can be either: viewed, downloaded, or ordered, from the following website: [www.transit.govt.nz](http://www.transit.govt.nz)
- *All other roads* - Temporary Traffic Management for Local Roads Supplement to TNZ COPTTM September 2005’ (*Local Roads Supplement*) together with any amendments, or any subsequent revision. (Please refer to the next clause ‘Application of the Local Road Supplement’) Copies of the *Local Roads Supplement* can be either: viewed, downloaded, or ordered, from the following website: [www.trainingaspirations.co.nz](http://www.trainingaspirations.co.nz)

### 8.3.5.2 Application of the *Local Roads Supplement*

#### Levels of Roads/Temporary Traffic Management

All roads in Wellington City are classified as Local Roads except for the State Highway route/s (Refer above).

#### Traffic Management Co-ordinator (TMC)

The WCC Traffic Management Co-ordinator (TMC) shall be:

The Traffic Management Co-ordinator (TMC),  
Transport Group,  
Infrastructure Directorate,  
Wellington City Council,

Contact details:  
Ph 803 8090, Fax 801 3018,  
email: [road.control@wcc.govt.nz](mailto:road.control@wcc.govt.nz)  
Civic Centre Offices, 101 Wakefield St  
PO Box 2199,  
Wellington

Or,

the TMC may be a person appointed by them to be a TMC.

#### Delays to Traffic

**Should delays to traffic exceed 2 minutes the STMS/TC for the site must make immediate changes to end the delays, or if that is not possible, they must contact the TMC immediately, ph 803 8090 (8am – 5pm, Monday – Friday), ph 499 4444 after hours and public holidays.**

## Formal Approval of TMP

Formal Approval of a TMP is required in the following situations, as outlined in the *Local Roads Supplement* :

**A footpath is to be closed (e.g. TMD3)**

**A cycle lane is to be closed (e.g. TMD24)**

**A pedestrian crossing is to be affected (e.g. visibility or access to or from the crossing is affected)**

**A traffic signal controlled situation is to be affected (e.g traffic flows affected, detector loops cut, traffic to be channelled away from loops, rephasing of lights needed, pedestrians channelled away from normal crossing route)**

**Restricted parking is to be affected**

**A suitable TMP can not be produced with the TMDs in the Supplement**

**Portable traffic signals are to be used (e.g. TMD39)**

**For a Mobile operation on a road with a posted speed limit exceeding 50km/h**

**Traffic is to be split in one direction around a work site (e.g. TMD62)**

**There is no STMS, or TC, with delegated authority to approve the TMP**

Further situations that require Formal Approval of the TMP are:

**A road is to be closed for more than 2 minutes**

**Traffic delays more than 2 minutes are likely.**

**A 'Bus Only' lane is to be closed**

**A lane closure is required at the exit of an intersection**

### 8.3.5.3 Special traffic needs

Any local vehicular traffic or pedestrian needs must be accommodated. Examples of these are:

- Trolley buses – Trolley buses need to easily reach their overhead wires
- Bus stops - The need for buses to stop outside of the traffic lanes and additional footpath widths for waiting passengers
- Schools - The busy drop off and pick up times typically between 8.00 a.m. - 9.00 a.m. and between 2.45 p.m. - 3.30 p.m.
- Shops - Higher pedestrian volumes at lunch times 12.00 noon - 2.00 p.m.
- Emergency Services premises - Fire, Ambulance, Police
- Access sensitive premises e.g. Petrol Stations, Large car parks etc
- Sporting fixtures. Normally on Saturdays
- Specific local events that significantly increase road useage
- Railway stations at peak commuter times

#### **8.3.5.4 Conflict with trolley buses**

Trolley buses must be able to easily reach the wires with their DC connection poles at all times of the day and week. If this may not be achieved then arrangements must first be made to the satisfaction of the trolley bus operator, Stagecoach (ph: 3878700 ext 716). Any queries with regard to the overhead network should be directed to the Overhead Manager of Wellington Cable Car Ltd (ph: 473-2708)

#### **8.3.5.5 Moving of legally parked vehicles**

If there is a need for the contractor to relocate any parked vehicles from proposed work areas the following processes must be followed.

##### **Moving of legally parked vehicles**

If there is a need to relocate any legally parked vehicle/s from a work site then the following steps are required.

##### **At least 24 hours before hand:**

- A letter drop about the parking restriction to all properties within 50 metres of the site
- A notice under the windscreen wipers of cars in the affected work site area

##### **At least 12 hours before hand**

- A sign or signs, or meter hoods clearly displaying 'No Stopping' or 'Reserved Parking' are to be displayed at not more than 6 metre spacings along the road

##### **At the time of moving the vehicle**

- Any damage to the vehicle/s should be photographed before moving them
- A person warranted in terms of Section 128D & 128E of the Land Transport Act 1998 must be present to authorise the removal of the vehicle/s
- A reputable Tow firm must be used to relocate the vehicle/s to a nearby legal parking place
- Council and Police must be notified immediately of the move with details of the vehicle and relocation

After completion of the work the vehicle must be put back in its original location unless other arrangements have been made with the owner of the vehicle.

#### **8.3.5.6 Moving of illegally parked vehicles**

If there is a need to relocate any illegally parked vehicle/s from a work site then the following steps are required.

- The Council Parking Enforcement service (Ph 801 3555) should be asked and their assistance used to relocate the vehicle/s

Alternatively, if they can not assist then:

- Any damage to the vehicle/s should be photographed before moving them
- A person warranted in terms of Section 128D & 128E of the Transport Act 1998 must be present to authorise the removal of the vehicle/s
- A reputable Tow firm must be used to relocate the vehicle/s to a nearby legal parking place
- Council and The Police must be notified immediately of the move with details of the vehicle and relocation.

#### **8.3.5.7 Use of restricted kerbside parking areas**

Where parking meter, pay and display or other restricted kerbside areas are to be used for construction or traffic purposes the use must have been approved and any associated fees paid to Council.

### **8.3.5.8 Use of footpaths**

No vehicles, heavy equipment or the feet of a hoist or crane are to be on a footpath unless specifically approved by the Road Controller and only then if adequate timber boards or other measures are taken to avoid damage being caused.

### **8.3.5.9 Access to properties**

Where access to a property is to be affected the Contractor must provide alternative parking, at the Contractor's expense. The owner/occupier must be given 24 hours notice by way of a letter drop. The access may be reinstated by plates or other means. Pedestrian access must be available at all times.

### **8.3.5.10 Closure of roads**

Any need to close a road requires written approval from the Road Controller. In the situation of a Main Road (Refer to Appendix K for a list of Main Roads) this should be sought at least four weeks prior to the closure. On other roads it should be sought at least two weeks prior to the closure. A closure may require advertising and associated Council costs to be paid by the applicant.

A sample 'Road closure request form' is provided in Appendix C.

### **8.3.6 Work near overhead wires**

The Contractor shall protect and work safely near all overhead services adjacent to the construction site and shall follow the instructions of the relevant Utility Operator.

### **8.3.7 Parking offences**

Parking of vehicles, plant or equipment must comply with all regulations and restrictions unless approved otherwise by the Council. Offending items may be ticketed and towed away at the Contractor's expense (Refer also to Section 8.3.5.7 "Use of restricted kerbside parking areas").

## **8.4 Storm water control**

Care must be taken to ensure that flood water on the road is not directed onto a private property. Storm water channels and sumps are to be kept clear at all times.

## **8.5 Damage to other property**

### **8.5.1 General**

The Contractor should photograph any apparent damage, wear, or subsidence to both the Road, and any immediate property before work starts.

The cost of repair, replacement, or reinstatement, of any disturbance or damage to the road, road surfaces, trees, gardens, fences, retaining walls, signs, poles, parking meters, or other structures, or property, caused by the Contractor's action, or caused by others because of negligence on the part of the Contractor, must be paid by the Contractor or the Principal.

## **8.5.2 Damage to underground Utilities**

Any damage to other underground utilities, including traffic detector loops, shall be notified to their owner immediately and repairs made which are agreeable to the owner at the Contractor's cost. In respect of damage to private drains repairs must be carried out by a Registered Drainlayer. Any damaged stormwater pipes to the kerb and channel must be repaired in galvanised 100mm steel pipe and be joined in a proper drain laying manner.

Damage to any drainage or water pipes must be reported to the Road Controller within one week of the damage being detected. The report must include:

- Location of the damage
- Type of underground service
- Owner of the service
- When the damage was detected
- When the damage was repaired
- Name of the party who carried out the repairs
- The associated Road Work Notice number for the works that caused the damage

A form for reporting this damage is given in Appendix H.

## **8.5.3 Damage to trees**

Any damage to tree roots, trunk, branches, leaves, or contamination of soil under or near the tree must be reported to the Road Controller for the WCC Arborist to assess and undertake any necessary repairs. In respect of tree roots please refer to Section 9.1.