CONSTRUCTION SITE MANAGEMENT FORM

One copy of a site plan showing the locations of all construction materials must be submitted at time of permit application. One copy of this form and all required plans must be submitted with the building permit application.

Permit Application #: __________________________
Job Address: ____________________________________________

Property Owner: ____________________________ 24-Hour Contact Number: __________________________
Contractor: ____________________________________________

Type of Work:
☐ Demolition ☐ New Construction ☐ Addition ☐ Alteration

***PLEASE NOTE: UPDATES TO THIS FORM ARE IN BOLD FONT***

Select Applicable Numbers:

___ 1. Basic topographical elevation indicating direction of surface water runoff to protect erosion of soil and water runoff with utility and drainage plan. Show proposed elevations.

___ 2. Construction fence - Include location and dimensions of fence.

___ 3. Silt fence

___ 4. Indicate number of parking spaces and show stabilized area for parking and access, including written parking plan for final phase of project.

___ 5. (2) Signs – City of Naples Construction Site Sign & Job Address Sign.

___ 6. Temporary trailer - Construction trailers 16’ x 8’ or smaller (on wheels) do NOT require a permit. All other trailers must be submitted on a Temporary Use Construction Permit.

___ 7. Chemical toilet

___ 8. Dumpster

___ 9. Material storage and staging area

___ 10. Material delivery access point

___ 11. Off-site parking

___ 12. Site maintenance and cleanliness plan

___ 13. Plan for weather emergencies

___ 14. I have read and will comply with City Ordinance Chapter 16 Section 16-291 Construction Site Management.

Additional Comments:


Contractor’s Signature: ____________________________ Building Division Approval: ____________________________

Please Note: Plan must be sized to accommodate the use of readable scale.
Construction Site Management Plan
(Sample Plan)

1. Surface Water Run Off Direction
2. 6ft Construction Fence
3. Silt Fence
4. Stabilized Area For Parking
5. City of Naples Construction Sign & Address Sign
6. Construction Trailer
7. Chemical Toilet
8. Dumpster
9. Material Storage and Staging Area
10. Material Access Delivery Point