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# Preliminary Construction Management Plan

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## Project Information

Date: Aug. 25, 2025

Project Name: 2500 Palladium Kanata Prep Shop Addition

Location: Unit 4 (Unit 2 on city plans) 2500 Palladium Drive, Kanata, ON, Canada, K2V 1E2

Applicant / Developer: The Tony Graham Group

Construction Management Firm: PRITEC Management

Site Plan Application Number: D07-12-25-0090

Project Description: Addition of a 853 m<sup>2</sup> one-storey vehicle prep shop with accessory office space to an existing building, for vehicle cleaning and accessory installation. Construction duration is expected to be 10 months.

## Objectives

- Ensure safety of the workers, community, and the public.
- Minimize impact on surrounding traffic and pedestrian flow.
- Maintain compliance with City of Ottawa by-laws and regulations.
- Deliver the project efficiently and within the expected timeline.

## Site Logistics

- A Traffic Control Plan will be developed and implemented before any construction activity.
- A pre-construction meeting will be scheduled with City of Ottawa By-law Services to coordinate any required encroachments.
- All construction activities will be confined to the site at Unit 4 2500 Palladium drive.
- The existing entrance will be rebuilt; construction vehicles will access the site from Palladium Drive
- Material storage and site trailer will be located on-site.

## Safety Measures

- A Site-Specific Safety Plan will be prepared by a third-party consultant and enforced by PRITEC Management.
- Regular inspections will be performed to ensure safety compliance.
- The construction firm will submit:
  - A Company Safety Policy
  - A Site-Specific Safety Plan

Date: 2025-05-04 Author: Andrew Montgomery Project: Pritec, 2500 Palladium Traffic Control Plan  
Scale: Not to Scale MTO OTM Book 7 Layout: None Client : Pritec

**Comments:**

All signs and traffic control devices to be installed in accordance with MTO OTM Book 7 guidelines.  
Signage and closure length subject to change depending on size of the work area, duration of work and volume/speed of traffic.  
All signage to face oncoming traffic.

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## Checklist of Construction Impacts

1. Bus Route Detour Required? No. There are no adjacent OC Transpo routes.
2. Bike Lane Blocked? No. There are no designated bike lanes along Palladium Drive.
3. Sidewalk Blocked? No. There is no continuous public sidewalk along the site frontage.
4. Lane of Traffic Closed? No full closures expected. Occasional temporary flagging may be required for deliveries.
5. Parking Removals? No street parking removal is expected.
6. Temporary Access Routes? No. All access will be from the existing curb cuts.
7. Encroachment Agreements? None required with adjacent properties. A City encroachment permit may be required for minor curb/sidewalk work.
8. Material Storage & Deliveries? All materials will be stored on-site. Deliveries will be scheduled to avoid peak hours.
9. Erosion Control Measures? Silt fencing and inlet protection will be installed as shown on civil drawings.

## Key Contacts

Owner: The Tony Graham Group  
Construction Manager: PRITEC Management  
Project Architect: Vandenberg & Wildeboer Architects Inc.  
Emergency Contact: [To be assigned prior to construction start]

## Signed by the Applicant or Authorized Representative

Name:  Taylor White  
Title: **Owner/PRITEC Management**  
Date: **Aug 25, 2025**