



**City of Carmel-by-the-Sea
Building Safety Division
Standard Operating Guidance
SOG 20-02 – COVID- 19 Emergency Work Guidance**

Background

On April 3, 2020, in response to the ongoing novel coronavirus/COVID-19 pandemic, the Monterey County Health Officer issued an Order restricting construction activity in the interest of containing the virus spread. The City of Carmel-by-the-Sea, in the interest of public health and safety, will be enforcing the Order on construction projects in the City. This SOG is intended to provide consistent guidance on the interpretation of the Order and the types of work that are allowed to continue within the City limits.

Citations

CA Health and Safety Code Sections 101040, 101085, and 120175
CCR Title 24, Part 2, Volume 1 CA Building Standards Code Sec. 105.6
Carmel Municipal Code Section 15.08.010 Building Code Adopted

Guidance

The Health Officer's order allows for the following types of construction to proceed during the COVID-19 emergency when permitted by the local jurisdiction.

1. Projects immediately necessary to the maintenance, operation or repair of Essential Infrastructure;
2. Projects associated with Healthcare Operations, including creating or expanding Healthcare Operations;
3. Affordable housing that is or will be at least partially income-restricted, including multi-unit or mixed-use developments;
4. Public works projects if specifically designated as an Essential Governmental Function by the lead governmental agency;
5. Shelters and temporary housing, but not including hotels or motels;
6. Projects immediately necessary to provide critical non-commercial services to individuals experiencing homelessness, elderly persons, persons who are economically disadvantaged, and persons with special needs;
7. Construction necessary to ensure that existing construction sites that must be shut down under the Order are left in a safe and secure manner, but only to the extent necessary to do so;
8. Construction or repair necessary to ensure that residences and buildings containing Essential Businesses are safe, sanitary, or habitable and operable, to the extent such construction or repair cannot be reasonably delayed.

At this time, active construction sites that do not meet the criteria above shall complete any work necessary to make the site safe and secure during the shut-down period. Examples of construction activities that may be completed timely in the effort to ensure site safety and security:

1. Make the building weather tight by sealing exterior openings and weather-proofing the roof;
2. Fill in, cover or fence off open trenches;
3. Complete shoring or foundation systems required to stabilize adjacent properties;
4. Ensure proper site drainage;
5. Implement and maintain environmental BMP's;
6. Work required to make electrical and plumbing systems safe and sanitary within occupied buildings.

It is the City's goal to ensure the safety of the whole-community through this emergency, including construction workers engaged in emergency and essential work as described in the order and approved by the City. Toward that end, the City will now require that *all* contractors proposing to engage in emergency and essential work shall be required to complete and post a Construction Site – Pandemic Safety Plan and a poster providing information on coronavirus jobsite infection prevention measures in accordance with this Standard Operating Guidance.

The Contractor of Record (COR) shall complete the Pandemic Safety Plan by filling in the blanks at the top of the form; reading and implementing the mitigation actions specified in the plan and checking the box for each signifying they have completed that action. The COR shall then sign the declaration and acknowledgement at the bottom of the plan signifying that they have, and will continue to, comply with the plan throughout the project or until the Co. order is lifted. One copy of the Plan in both English and Spanish shall be posted and maintained on site. One copy of the fully completed plan shall be provided to the building inspector at the time of the next site visit. A copy of the plan shall also be provided to each employee working on the site and shall be provided to all sub-contractors and sub-contractor employees. It is the COR's responsibility to ensure that proper protective measures as described are adhered to by all employees and workers at the site.

The contractor shall also post both English and Spanish versions of the COVID -19 Basic Infection Prevention Measures poster in a clearly visible location on the site and maintain the postings throughout the duration of the COVID emergency.

Both the Plan template and posters will be provided with the issuance of permits for authorized emergency and essential work as determined by the City. They shall also be provided by the City's building inspector to sites with ongoing site operations. The Contractor of Record shall be responsible for compliance with posting requirements subject to confirmation upon inspection. Failure to take reasonable steps to safeguard site personnel as described in these documents may be cause for issuance of a Stop Work Order and other sanctions as prescribed by law.

The City of Carmel-by-the-Sea wishes you the best during these trying times. We will continue to monitor the situation and will provide further guidance when it is available. Thank you for your cooperation and concern for the safety of our construction industry and our community.