Municipal planning kit 01

The project, on one page.

A starting point for your first discussion with Lexoh.

Municipality or organization

Lake or waterbody

Contact person

Email

Phone

Target opening

Site address or location

Number of sites

Current project stage

Objectives and problems to solve

Equipment and utilities already present

Current journey: arrival, washing, queue, and launching

Attach when available: a site plan or sketch, photographs, and current access rules.

Information to bring together.

Check the information already available and note what still needs review.

The site

- [ ] Plan or sketch of the arrival, queue, and exit lanes.
- [ ] Photographs of the wash point, ramp, and existing equipment.
- [ ] Landowner and person responsible for the project identified.
- [ ] Trailer movements and wash-point location to review.

Utilities

- [ ] Water supply and drainage to clarify.
- [ ] Existing electrical supply identified.
- [ ] Network coverage and communications to review.
- [ ] Equipment to retain or replace listed.

Operations

- [ ] Proposed user groups, operating hours, and fees.
- [ ] Routine maintenance and seasonal closing to organize.
- [ ] User support and local responder identified.
- [ ] Fallback for an outage or denied access to define.

Open points, missing documents, and next checks

Who takes care of what?

Assign an owner to each workstream and identify the next step to confirm.

Workstream	Owner	With	Next step
Plans and approvals			
Civil work and drainage			
Water, power, and network			
Equipment and integration			
Access rules and fees			
Maintenance and winterization			
Support and local response			
Testing and training			

Next discussion or site visit

Decisions to make and people to consult