

UTILITY, UNDERGROUND, DITCHING AND CONSTRUCTION PERMITS

7.01 PERMIT REQUIRED:

1. Subsequent to the effective date of these rules, no person organization or Governmental unit shall undertake or conduct any of the following activities on or along county roads or within county Right-of-Way unless a permit to allow such activity shall have been obtained from the Sanilac County Road Commission Engineering Department.
 - a. Construct, reconstruct, relocate, repair any facilities (sewer, Water gas, electric, drains, telephone, cable TV, etc.)
2. No work shall be allowed within road Right of Way unless an approved Permit has been obtained from the Permit Department. The construction, maintenance or reconstruction of all facilities shall be as described in an approved permit and plans or drawings accompanying the permit.
3. The Road Commission Permit Department will issue permits after May 1st of each calendar year. All permits issued must have seeding completed by October 10th and clean up completed by November 1st of the same calendar year. Any permits not completed by November 1st must be renewed with the Road Commission.

7.02 AUTHORIZED APPLICANTS:

Applications for utility, underground and ditching permits shall be acceptable from:

The property owner, the owner's authorized legal agent, engineer, general contractor, governmental agencies, public utilities or corporations. Contractors or others employed by a property owner or leasee shall not be considered as authorized applicants.

7.03 APPLICATIONS FOR PERMIT:

Applications for driveway permits shall be submitted in the manner prescribed by and on appropriate forms supplied by the Permit Department. Applications shall be accompanied by plans of drawings containing the information required by Rule 7.04 of these rules.

7.04 PLAN REQUIREMENTS:

All permit applications shall be accompanied by three (3) sets of plans previously approved by the Permit Department which shall include all of the following features:

1. Drawing(s) on a proper size sheet (11" x 17" minimum to 24" x 36" maximum) at a reasonable scale for the proposed work not greater than 1" = 200'.
2. Existing road pavement, ditches, cross culverts and dimensions thereof.
3. Location of all existing utilities and driveways including surface type and diameter and length of culverts.
4. Show location of all proposed construction from right of way line and edge of road.
5. Location map (1" = 2,000').
6. Ditching plans must show watershed area, existing and proposed grades, ditch depth relative to roadway and calculations used in culvert sizing.

Variations to these procedures must be approved by the Road Commission Permit Department.

7.05 REQUESTS FOR FIELD CHANGES:

When unforeseen conditions are encountered in the field, changes may be approved by the Engineer, the Engineering Foreman or their designated representative as follows:

1. The utility companies authorized representative shall contact the Road Commission representative and request the specific change required.
2. The Road Commission representative will review the requested change as soon as conditions and workload will allow.
3. If the change is approved, it will be authorized in writing by the Road Commission representative. Verbal changes will not be allowed.
4. The utility company shall submit reviewed drawings showing the authorized changes within thirty (30) days of the completion of the project.
5. Should the contractor or the utility company elect to install the facility at the new location before approval, they will assume all risks should the new location not be approved. The fact that facilities have already been installed will have no bearing on the evaluation of the requested change. Any

unauthorized work completed while the change is being reviewed shall immediately be removed and the disturbed area restored. Abandoning such unauthorized work will not be allowed.

7.06 POLICY FOR FIBER OPTIC CABLES:

Due to the repair cost and service disruption associated with fiber optic cables in the event of breakage, the following additional rules will be observed:

1. All provisions of the current rules for working in the right of way shall apply in addition to the following.
2. All fiber optic cables shall be installed between 28' and 33' from the center of the road right of way.
3. Installations shall be in straight lines in-so-far as possible, with deflections subject to approval in advance.
4. The cable shall be a minimum of 30" below the surface of the ground and a minimum of 30" below the existing roadbed elevation regardless of location within the right of way (exceptions may be granted by the Engineer if special arrangements are made to minimize future delays and conflict.)
5. A marker post shall be installed at 500' intervals to clearly mark the location. Additional markers will be required at deflections.
6. A caution ribbon shall be installed with the cable. Caution ribbons must 12"-18" above the cable.
7. One set of mylar maps shall be provided to the Road Commission showing location and depth at 500' intervals and at deflections.

8.0 SUPPLEMENTAL UTILITY PERMIT SPECIFICATIONS:

8.01 ROAD CROSSINGS:

1. All crossings of "County Primary" and paved roads will be done by approved methods other than the open-cut method unless otherwise approved by the Sanilac County Road Commission.
 - a. When there is tunneling under the road surface, the tunnel shall be adequately sheeted or shored to prevent the sides and top from collapsing and the pavement from settling or cracking.
 - b. When the pipe is installed by boring and jacking, the leading edge of the pipe shall proceed the auger by $\frac{1}{2}$ times the diameter of the pipe. If the auger cannot be operated inside the utility pipe, a casing pipe will be required. A casing pipe may also be required at other times when deemed necessary by the Road Commission. Directional boring methods may not require casing. If directional boring is to be used, the Road Commission Permit Department will evaluate requirements on a case by case basis.

See Section 13 Item 13 for additional boring requirements.

- c. All shafts or pits shall be located at least 10 feet off the edge of pavement on major roads and 5 feet off the edge of pavement on subdivision roads. If the shaft or pit must be closer to the road than the above dimensions due to the location of the utility to be tapped, sheeting or shoring must be used on all sides of the excavation which are closer to the road than the above requirements. Backfill shall meet trench backfill requirements.
 - d. All voids shall be filled by pressure grouting or other approved methods.
 - e. If any settlement or other change in grade occurs, the road shall be reconstructed to proper grade.
2. If the Road Commission approves crossing the road by the open cut method, the provisions for handling traffic will be as directed by the Road Commission. All expenses shall be borne by the Permit Holder
- a. No road will be closed without prior approval of the Road Commission. Approval of road closures will usually require that detours be installed in accordance with section 9.05, Maintaining Traffic, Detours. Requests for road closures must be made in writing and include the location, length of time the road will be closed, approximate starting and completion dates and reasons for the request .
 - b. If a road closure is not approved, traffic shall be maintained at all times. Sheeting may be required to protect the road if conditions warrant sheeting. The road surface may not be used for the storage of materials or any other construction purpose without prior approve of the Road Commission. Depending on traffic volumes and other conditions, the Road Commission may require the Permit Holder to provide bypass lanes (either paved or unpaved), may allow one-lane traffic properly controlled, or some combination of the two. Traffic control shall be in accordance with Section 9.04, Maintaining Traffic, Partial Closures.
 - c. Open-cut crossings shall be made during off-peak traffic hours, normally between the hours of 9:00 AM and 3:00 PM unless otherwise approved and/or directed by the Road Commission.

8.02 PAVEMENT REMOVAL:

1. All utility trenches crossing major roads by the open-cut method shall remove the pavement to a minimum width of 5 feet and at least 1 foot wider on each side than the trench.

2. If the pavement is concrete, the remaining slab shall have a width of at least 5 feet from the patch to an existing joint. The cutting of the pavement shall be made by sawing to a minimum depth of 5 inches. Cuts in concrete residential and commercial drives shall be as above except that the patch width shall be a minimum of 3 feet and the remaining slab width from the patch to the existing joint shall be a minimum of 3 feet.
3. If the pavement is asphalt, the pavement shall be cut by sawing unless otherwise approved.
4. All saw cuts shall be made in a straight line and shall be parallel to existing transverse and longitudinal joints unless otherwise approved.

8.03 BACKFILL AND COMPACTION OF BACKFILL:

All backfill shall be in accordance with the following:

1. General Requirements:

- a. Compaction shall be accomplished by suitable mechanical compaction equipment and methods approved by the Sanilac County Road Commission.
- b. Where Sand-Gravel material is approved, it shall meet the following: Sand-gravel backfill material shall consist of approved bank-run sand or gravel or an approved mixture of sand with gravel or stone. All of the material shall be of such size that it will pass through a screen having a 2 ½ inch square opening, unless otherwise authorized.
- c. When granular material is not specified, excavated material capable of meeting the compaction requirements may be used. Peat, muck marl and blue clay are not acceptable materials and shall not be used.
- d. Frozen Materials of any type shall not be used.

2. Requirements based on trench locations:

Trench Location

- a. Within roadbed or under concrete or asphalt sidewalks, driveways or parking areas.
- b. Outside the roadbed but within the zone of influence or under unpaved sidewalks, driveways or surfaced areas.

- c. Outside the roadbed and zone of influence, and not under sidewalks, driveways or surfaced areas.

Backfill Requirements

- a. Granular material shall be used unless otherwise approved by the Engineer if the road is unpaved and is not expected to be paved within a few years, the use of excavated material capable of meeting compaction requirements will usually be approved by the Road Commission. The backfill shall be placed in layers of not more than nine inches of thickness. Each layer shall be compacted to not less than 95% of maximum unit weight.
 - b. Excavated material may be used, proved that density requirements can be met. The backfill shall be placed in layers of not more than nine inches of thickness. Each layer shall be compacted to not less than 90% of maximum unit weight. If required compaction cannot be obtained, granular material will be required.
 - c. Suitable excavated material may be used. The backfill shall be placed in layers of not more than one foot in thickness. Each layer shall be thoroughly compacted.
3. All under drain systems which are disturbed shall be rebuilt in a manner that completely restores their function.
 4. The Permit Holder shall supply sufficient density tests from an approved independent testing laboratory to assure the Sanilac County Road Commission that compaction requirements are being accomplished.

8.04 PAVEMENT REPLACEMENT:

1. All pavement removed in crossing and/or paralleling paved County Road shall be temporarily replaced by the Permit Holder in accordance with the following:
 - a. From May 1, * through October 31, * a minimum of 3 inches compacted thickness of hot mixed bituminous pavement (1100T) over 8 inches of compacted 22A gravel.
 - b. From November 1, * through April 30, * when hot mixed bituminous material is not normally available – a minimum of 3 inches compacted cold patch asphalt over 8 inches of compacted 22A gravel. If conditions warrant, the Road Commission may require that the cold patch material be removed and be replaced with a temporary hot mixed bituminous pavement when it becomes available.

- c. * The dates shown herein are approximate only. If hot mixed bituminous material is reasonably available between November 1 and April 30, it shall be used.
- d. Temporary pavements must be placed immediately after utility installation in the crossing