

**TOWN OF LOXLEY CONSTRUCTION STANDARDS FOR MISCELLANEOUS
CONSTRUCTION, UTILITY EXCAVATION, AND RIGHT-OF-WAY AND
PAVEMENT RESTORATION**

SECTION 1. RIGHT-OF-WAY PERMIT REQUIREMENTS

- A. *Permit fee.* All applicants shall pay a permit fee in the amount of \$35.00.
- B. *Construction plan submittal.* Applicants for rights- of way permits shall submit a set of construction plans and specifications, including the following information for review and approval:
- A vicinity map identifying the location of work, road bore detail (if applicable), plans showing distance from the centerline, edge of pavement, and right-of-way, tie-in to nearest street intersection, components and type material used, and dimensions, depth, and existing utilities of the proposed installation.
 - An erosion control plan (BMP).
 - The ROW should be verified by the applicant prior to submittal of permit request to insure appropriate placement of utility. All plans are to be no larger than 11x17 drawings, on a scale of 1"=50', font size should be legible, and plans should read from west to east or south to north and should include only utility installation within the Town right-of-way.
 - A traffic control plan complying with the all the provisions of the Manual on Uniform Traffic Control Devices, current edition, shall be submitted to the Public Utilities/Works Department, if any impact on traffic movement is involved.
- C. *Construction Bond.* A certified check or Construction Bond shall be required in the amount equal to the cost of the work plus ten percent (10%) or \$500.00, whichever is greater, and the bond shall be issued in the name of the Permittee.
- D. *Insurance.* A copy of the general liability insurance certificate naming the Town of Loxley as additionally insured shall be required for any private entity performing work within the Town's right-of-way.

SECTION 2. CONSTRUCTION GUIDELINES

- A. *Paved Roads.*
- The applicant is responsible for verifying the ROW and providing their utility corridor.
 - Utilities should not be placed within 7 feet of the edge of the pavement, unless otherwise approved by the Town.
 - The minimum clear depth for open cut installation, and jacking, boring, and pushing operations shall be thirty (36) inches, unless otherwise or directed by the Public Utilities/Works Department.

- Paved roads should not be cut for utility installation, unless otherwise approved by the Town.

B. *Roadway Signs.* Signs removed for utility installation should be placed in accordance with the most recent version of the Manual on Uniform Traffic Control Devices (MUTCD).

C. *Driveways.*

- Concrete or asphalt driveways should not be cut for utility installation, unless otherwise approved by the Town.
- Driveway culverts broken beyond repair should be replaced with a culvert at least 24 feet in length, and in addition, they must have 3 to 1 sloped ends, (which are not included in the 24 feet of culvert length). Culverts less than 30 inches in diameter must be concrete or high- density corrugated polyethylene pipe. All polyethylene pipe uses requires no less than one foot of coverage. In the event more than 50 feet of driving surface is desired a clean out box is required for maintenance.

D. *Dirt Roads.*

- Utility is responsible for verifying the ROW.
- Utilities should not be placed within the roadbed.
- If ROW is prescriptive, utilities should be placed in the ditch line.
- In some cases, as determined by the Town, additional ROW may be required. The Utility will be responsible for obtaining ROW.

E. *Bridges.*

- Utilities should be placed on the back of the ROW to avoid future utility conflicts when replacing bridges.
- No utilities shall be attached to a bridge structure, unless otherwise approved by the Public Utilities/Works Department.

F. *Sewer.*

- A high-density polyethylene (HDPE) pipe may be used as a carrier and also a casing under paved roads.
- Sewer lift stations are not allowed on the Town ROW.
- Sewer installations crossing navigable water ways shall require:
 - Stamped Professional Engineered (P.E.) drawings.
 - Drawings should include a High-Density Polyethylene (HDPE) pipe as approved by the P.E.; installed a minimum depth of 10 feet below the mud line of waterway with valves installed on each side of the waterway.
 - If a casing is used, the above requirements are not necessary, but the casing must extend beyond the water banks with valves installed at each end of the casing.

G. *Water.*

- Encase water lines under paved roads.
- A casing must be used on lines over 2” in diameter (K copper up to 2”) The encasement can be steel, ductile iron or high-density polyethylene pipe.

H. *Right-of-Way Restoration.*

The Permittee must restore the general area of the work, including sod in all disturbed areas and reconstruction of all improvements, including the paving and its foundation, per the Construction Standards set forth by the Public Utilities/Works Department.

I. *Inspection.*

The Public Utilities/ Works Department personnel will conduct periodic inspections of utility construction, right-of-way and pavement restoration. The contractor will schedule a final inspection for projects when construction is complete.