

## STREET/CURB CUT POLICY

The City of Orrville has a policy regarding street and curb cuts or excavations. This policy has come about due to the quality of repairs in the past, the lack of control or knowledge of cuts, and last but not least, the City's liability situation. Permit applications for street and curb cuts or street excavations may be obtained from the City's inspector's office at City Hall, 207 N. Main Street. Below are the specifications and regulations for street and curb cuts and pavement repairs, and the City's ordinance covering such operations.

- All excavations shall require a permit PRIOR to any work being done.
- Public Utilities regulated by PUCO will not be required to make a financial deposit; however, they will need to apply for a permit.
- The contact person should be someone that can be reached at any time of the day or night to handle any emergency situation that may arise.
- The traffic control devices must be in place and meet Ohio Uniform Traffic Control Device standards prior to working in the public right-of-way. The City will not provide the signs.
- An insurance certificate verifying coverage limits shall be submitted. Once on file, a new certificate will not be required for additional permits unless a change in insurance coverage has occurred. Each year a new certificate must be filed.

If you have any questions, please contact the City inspector's office at 330/684-5038 or the City Service Department Superintendent at 330/684-5060.

### CODIFIED ORDINANCES

#### 901.01 Permit Required.

No person shall cut, move or take up any street, curb or sidewalk pavement or dig or make any excavation or trench in any street or public place in the City without having first applied for and received a written permit authorizing such work from the Director of Public Safety and Service. (Ord. 15-16. Passed 6-6-60)

#### 901.02 Work Specifications; Deposit for Repairs.

The Director of Public Safety and Service shall prescribe the manner and specifications for the performance of the work. He may estimate the probably cost of repair and may further require from any person a deposit of money or certified check in an amount sufficient to cover the cost of repairing any street or public place, or street, curb or sidewalk pavement. In the event that the same is not repaired in accordance with the specifications of the Director, then the deposit shall be used in making repairs according to the specifications. If the repairs are made in accordance with the orders and specifications of the Director, the deposit will be returned to such person. (Ord. 15-16. Passed 6-6-60.)

#### 901.99 Penalty.

Whoever violates any provision of this chapter shall be fined not more than fifty dollars (\$50.00) for each offense. (Ord. 15-16. Passed 6-6-60).

### CONDITIONS, SPECIFICATIONS AND REGULATIONS

1. All disturbed surfaces, property damaged or removed during construction, or future maintenance will be replaced or repaired to as good as or better conditions than existing.
2. The applicant shall assume the responsibility for and to save the City harmless from any and all claims arising from the work performed, for personal injuries and property damages due to the negligence of the applicant, and to defend any action arising therefrom.
3. The applicant shall notify all utilities in the right-of-way at least two (2) working days prior to construction by calling the Ohio Utilities Protection Service at 1-800-362-2764 for notification of member utilities. Non-members must be called directly.
4. The applicant shall notify the City's Service Department at 330/684-5060 at least two (2) working days in advance.
5. The City will not be held liable for damage to the facilities covered by this permit.
6. Prior to issuance of this permit, the applicant shall submit a certificate of insurance indicating that the applicant has, in force, bodily injury insurance in the amount of at least \$500,000 and property damage insurance in the amount of at least \$250,000. Under certain conditions the insurance provision may be waived for property owners doing their own work.
7. If more than two (2) excavations will be made at the same time on the same street within two (2) blocks, a preconstruction meeting will be arranged with the contract, the City Service Department Superintendent, the City Service Department foreman, and the City's inspector present.
8. Traffic Control.

Traffic must be maintained at all times, unless special permission is granted by the City of Orrville, to close the street. All necessary lights, signs, barricades and/or flagmen and watchmen, all of which are conforming to the Ohio Manual of Uniform Traffic Control Devices, will be placed on the job, prior to any excavation, for the protection of traffic, both vehicular and pedestrian, at all times, day and night, during the time the work is being done, and that all instructions in addition to the Ohio Manual of Uniform Traffic Control Devices required by the City of Orrville as to handling of traffic, will be fully complied with.

When operations will close one lane of traffic, attached Figure C-18 shall apply for traffic control. When permission has been granted to close the street, attached Figure C-28 shall apply. Figures C-4 and C-8 show acceptable channelizing devices.

- a. Signs shall be the new style black letters on orange background. The old style yellow signs are unacceptable.
- b. Failure to comply strictly to these traffic control specifications will be cause for revocation of this permit.
9. Guarantee Deposit Fees Required.
  - a. A deposit fee in the amount of \$25 per square foot of proposed excavation with a minimum amount of \$150 shall accompany this application. Said fee will be waived for public utilities regulated by PUCO.
  - b. Upon satisfactory repair and approval by the inspector, a refund, less inspections charges, will be made. In addition, if it becomes necessary for the work to be done by the City Service Department, the cost of said work will be deducted from the amount of the deposited fund; thereby reducing the amount of the refund.
10. Street Cut Specifications.
  - a. Refer to the attached figure titled "Pavement Replacement Details" for the appropriate type street being excavated.
  - b. The outline of the pavement cut will be made with a saw to neat, straight, vertical lines.
  - c. all backfill shall be made with granular material compacted in 6" lifts with mechanical tampers. Bucket tamping or wheel rolling will not be acceptable.
  - d. Acceptable granular materials are bank run gravel, crusher run, sand, washed gravel #67 size or smaller, 304 gravel (B-19) or 304 limestone (B-19) (except in water line trenches).
  - e. no excavation may remain open overnight unless covered with traffic bearing steel plates.
  - f. Excavations in streets, when left overnight or until a permanent patch can be made, must be steel plated or filled with compacted granular material topped off with 6" of 304 gravel or limestone in accordance with the attached figure title "Temporary Patch Details." The City reserves the right to require hard surfaced temporary patches on streets on a case by case basis.
  - g. Any street cut or excavation made between November 15 and April 15 must be temporarily patched with 2" of 405 bituminous cold mix or HPM, as in item (F) above, until the permanent patch can be placed.
  - h. Temporary patches, both hard surfaced and aggregate, shall be maintained by the applicant until such time as the permanent patch is placed and accepted by the City.
  - i. When the permanent patch is ready to be made, the temporary patch must be removed to the proper depth and 6" concrete base placed in accordance to the figure titled "Pavement Replacement Details." The concrete base shall be allowed to cure a minimum of five days (three if high early strength concrete is used). During the curing time, the excavation shall be plated and adequately protected with lighted barricades.
  - j. Vertical edges of asphalt pavement cuts shall be primed with hot AC primer material before placement of the asphalt surface course.
  - k. all pavement replacement, both temporary and permanent, shall be made to meet existing surfaces when compacted and finished.
11. Curb Cuts.
  - a. All curb cuts must be pre-approved by the City's inspector.
  - b. all curb cuts will be made with an abrasive type power saw. This will insure a smooth cut.
  - c. Both ends of a driveway approach shall be angle cut. Bottom of cut shall be approximately one inch off existing pavement. This will allow for some storm water channelization on the street.
  - d. Storm water run off cuts will not have more than two four-inch pipes in any one cut. Ends will conform to curb design with top and all voids concrete to conform to curb design.
12. Inspections.
  - a. The applicant shall call the City's inspector for inspections at 330/684-5038:
    1. Prior to backfilling;
    2. Prior to placement of concrete base;
    3. After placement of finished pavement;
    4. For final inspection before release of deposit.
  - b. The City inspector must be present during backfilling.