



**CITY OF AKRON
DEPARTMENT OF PUBLIC SERVICE
BUREAU OF PUBLIC WORKS**

**REGULATIONS FOR CONSTRUCTION
AND SPECIAL ACTIVITIES IN
STREET RIGHTS-OF-WAY**

**Authorized by
Title 9, Chapter 98, Section 98.42
of the City of Akron, Ohio, Code of Ordinances**

Effective: February 2, 2009

APPROVED:

A handwritten signature in black ink, appearing to read "Richard Merolla", written over a horizontal line.

**Richard Merolla, Director
Department of Public Service**

CONTENTS

- 1. General Information**
 - 1.1 Necessary References
 - 1.2 Permits Required
 - 1.3 Purposes of Right-of-Way Permits
 - 1.4 Non Right-of-Way Permits and Fees
 - 1.5 Responsible Party
 - 1.6 Open Cut Method Requirement

- 2. Procedure to Obtain Necessary Right-of-Way Permits**
 - 2.1 General Application Requirements
 - 2.2 Emergency Work
 - 2.3 Recently Paved Streets
 - 2.4 Work During Holidays or Special Events
 - 2.5 Deposits, Fees, and Performance Bond

- 3. Precautions to Be Taken in Acting under the Permit**
 - 3.1 Utility Notifications
 - 3.2 Street Closures
 - 3.3 Video Taping
 - 3.4 Permits and Approved Drawings Required on Site
 - 3.5 Traffic Control
 - 3.6 Safety
 - 3.7 Inspection Notifications
 - 3.8 Damage to Utilities
 - 3.9 Consequences of Non-compliance
 - 3.10 Permit Cancellation and Expiration

- 4. Specifications**
 - 4.1 Standard Specifications and Drawings
 - 4.2 Pavement Removal
 - 4.3 Minimum Depth and Clearances
 - 4.4 Tracer Wire or Electronic Markers
 - 4.5 Backfill
 - 4.6 Trench Plates
 - 4.7 Temporary Pavement Restoration
 - 4.8 Final Right-of-Way Restoration
 - 4.9 House Drains
 - 4.10 Multiple Utility Conduits
 - 4.11 As-Built Drawings

- 5. Right-of-Way Permit Charges and Deposits**

- 6. Application Form and References**
 - Right-of-Way Permit Application
 - Standard Drawing ES-2 Asphalt Surface Restoration Limits
 - Construction Notes
 - Traffic Maintenance Notes
 - Water Line Notes
 - Public Utilities Bureau Construction Notes for Street Openings

1. **GENERAL**

1.1 Necessary References. Parties planning to perform construction in City rights-of-way should obtain a current edition of:

1. This booklet, "Regulations for Construction and Special Activities in Street Rights-of-way." Available online at <http://www.ci.akron.oh.us/pubwks06.htm>.
2. "City of Akron Department of Public Service Akron Engineering Bureau Construction and Material Specifications" and "Akron Engineering Bureau Standard Construction Drawings." Available online at <http://ci.akron.oh.us/engineering2/08specbook.asp>.
3. The "Ohio Manual of Uniform Traffic Control Devices," Part 6 Temporary Traffic Control, available at the Administration of Contract Sales, 1980 West Broad Street, Columbus, Ohio 44223. Also available online at www.dot.state.oh.us/traffic/ under "Publications & Documents."

Above items 1 and 2 are also available at cost at the City of Akron Plans and Permits Center, 1030 E. Tallmadge Ave., Akron, Ohio 44310 330 375-2010.

1.2 Permits Required. Each Permittee shall have a copy of all necessary permits and approved drawings on site at all times during the activity. The City of Akron requires one or more of the following permits for special activities in City rights-of-way:

1.2.1 Right-of-Way (ROW) Permit. Required for:

1. all sidewalk, driveway apron, and curb ramp construction.
2. cutting existing concrete curb for driveways or curb ramps, and/or to install drain holes in existing curbs. If the existing curb is stone, the City does not permit cutting the curb for driveways or curb ramps. In those cases the owner or contractor shall obtain a Right-of-Way Permit, remove the stone curb at the end of the drive or ramp to existing construction joints, and replace it with concrete curb.
3. all excavations in the right-of-way, except for utility pole replacements.
4. all utility connections within the right-of-way.

1.2.2 Oversize House/Load Moving Permit. Required for moving loads larger or heavier than the limits specified in the current Ohio Department of Transportation *Legal Dimension and Weight Limits for Highway Vehicles (As per Ohio Revised Code Sections 5577.04, 5577.05)*. It is available on line at: <http://www.dot.state.oh.us/Divisions/HighwayOps/Maintenance/Permits/Documents/OS-8.pdf>

1.2.3 Storm or Sanitary Sewer Tap Permit. Required to make a storm or sanitary sewer connection in the right-of-way.

1.2.4 Right-of-Way (ROW) Occupation Permit. Required for occupying a City right-of-way for purposes that do not require any of the above permits.

1.3 Purposes of Right-of-Way Permits. The primary purpose is to insure paved surfaces, utilities, curbs, lawnstrips, street trees, and other improvements in City rights-of-way are not damaged by construction. The permit process also serves as a method to determine the responsible party should settlement or other problems occur after construction.

1.4 Non Right-of-Way Permits and Fees. Contact the Plans and Permits Center (330 375-2010 or e-mail Plans&Permits@ci.akron.oh.us) to determine if non right-of-way permits and/or fees are required for your project.

For example, Summit County Building Permits and fees may be required if your project includes:

1. construction, alteration, repair, removal, or demolition of any structure outside street rights-of-way, or of part of such a structure (such as a skywalk, awning, vault, or sign) within a street right-of-way, or
2. grading, paving, excavating, or filling property outside street rights-of-way.

1.5 Responsible Party. For real property improvement projects, the property owner is ultimately responsible for compliance with permit regulations. For public or private utility company projects, the utility is ultimately responsible.

The contractor on the permit is the primary responsible party for fulfilling all permitting requirements.

Contractor responsibilities in this booklet are the responsibility of the property or utility owner if the contractor defaults.

1.6 Open Cut Method Requirement. All underground utilities in the City of Akron shall be installed by open cut excavation, unless the permit applicant obtains prior written approval from the Public Utilities Engineer. Requests for trenchless installations should demonstrate there are no existing utilities near the proposed location, and using the open cut method is nearly impossible. Trenchless installations do not include cleaning and lining operations.

2. PROCEDURE TO OBTAIN NECESSARY RIGHT-OF-WAY PERMITS

2.1 General Application Requirements. All right-of-way permits shall be in the name of the contractor or public utility performing the work. The contractor on the permit is responsible for fulfilling all permitting requirements.

Applications shall consist of a completed application form, along with any necessary insurance certificates and drawings. Circumstances which require insurance certificates and drawings are described below.

Submit the application to the City of Akron Plans and Permits Center, 1030 E. Tallmadge Ave., Akron, Ohio 44310 330 375-2831.

2.1.1 Application Form. Obtain an application form from the Plans and Permits Center, or copy the one included in Section 6 of this booklet.

2.1.2 Insurance Certificates. Provide current insurance certificates (or a statement Plans and Permits already has them on file) for the benefiting property or utility owner and each proposed contractor verifying they have public liability insurance for bodily injury and property damage, with a combined single limit in an amount not less than two million dollars. The City of Akron shall be named as additional insured on each certificate.

If the benefiting property is residential, the owner is not required to have the above insurance. All contractors working in the right-of-way shall have the coverage described above.

2.1.3 Drawings. Drawings are not required for sidewalk, curb drain hole, and curb restoration work, unless the project also includes other work for which drawings are required.

Drawings are required for:

- A. all proposed curb cuts and driveways,
- B. excavations more than 12 feet long at the surface measured parallel to the roadway, and
- C. all proposed work for which the City requests drawings in writing.

Number of sets of drawings required shall be as directed by the Plans and Permits Center. Drawings shall be in accordance with the following:

1. Use a scale of 1" = 50' or less. Provide a graphical bar scale and north arrow on each drawing.
2. Show all surface features within 100 feet that the proposed work may affect. Include as a minimum; driveways on both sides of the street, sidewalks, fences and gates, fire hydrants, surface castings such as manholes and water and gas valves, guard posts, guard rails, power and/or light poles,

signs (note message), pavement markings, pavement types and limits of each, ground cover types and limits of each, and trees.

3. Show the street name(s), property addresses, limits and width of right-of-way, and side property lines of the subject property.
4. Reference the location and name of the nearest cross street.
5. For proposed excavations, show all existing underground utilities within 100 feet of the excavation, and include a cross section of the excavation showing existing and proposed utilities.
6. For proposed excavations, prominently note the Ohio Utilities Protection Service telephone number, 800 362-2764, and telephone numbers for any nonsubscribing utilities near the work. Also include the Oil and Gas Producers Underground Protection Service telephone number, 800 925-0988, if there are oil and/or natural gas lines near the work area.
7. If you are installing an underground utility and plan to install location signs or markers, include details and planned spacings of the proposed signs or markers.
8. Include applicable Construction and Traffic Maintenance Notes as determined by the designer. Additional notes may be required by review comments. Example notes are included in Section 6 of this booklet.
9. Highlight revised items on all resubmittals with cloud outlining or other method, or provide a list of all revised items since the last submittal with each resubmittal.

2.2 Emergency Work. Emergency work is work required immediately to insure public safety and/or restore disrupted services. Emergency work is allowed before applying for the necessary permits, subject to the following:

1. The responsible party shall notify the Public Works Engineering Services Division of the work by telephone 330 375-2831, fax 330 375-2815, or e-mail (PublicWorks@ci.akron.oh.us) within 24 hours.
2. The responsible party shall apply for the necessary permits within 72 hours of the start of the emergency work.

After the fact applications will be reviewed in the same manner as non-emergency work. Drawing and other requirements for emergency work are the same as for non-emergency work.

If the Bureau of Public Works determines the work was not emergency work, or if the permit application is not submitted by the above deadline, the work will be considered

unauthorized. The City will not consider additional permits for the owner and/or contractor until the matter is resolved to the satisfaction of the Director of Public Service. Other penalties may apply as prescribed by law.

2.3 Recently Paved Streets. No Right-of-Way Permits will be granted for excavations in streets paved and/or resurfaced within four years before the date of the Right-of-Way Permit application, except as allowed by Section 98.43 of the City of Akron, Ohio Code of Ordinances (City Code).

If such a permit is granted, the permittee shall be responsible for replacing the pavement surface the full width of the street. The required length will be determined by the City on a case by case basis.

Per Section 98.43 of the City Code, the holder of a Right-of-Way Permit for excavating a recently paved street may also be responsible for paying an additional charge of 2% of the restoration cost for each month of the unelapsed part of the four-year period and in no event less than 10%. This charge is in addition to the normal Right-of-Way Permit Fee and is considered compensation for loss of useful pavement life. It is payable whether restoration work is to be done by the City or by the Permittee.

2.4 Work During Holidays or Special Events. The City reserves the right to have work suspended or restricted during holidays or special events, and to restrict working hours if deemed necessary by the Director of Public Service.

2.5 Deposits, Fees, and Performance Bond. When the permit application is approved, Plans and Permits will notify the applicant of the amount of necessary deposits, fees, and/or performance bond, per the review comments and the schedules in Section 5 of this booklet. The applicant must provide them to Plans and Permits before the permit will be issued, and must specify the party to which the City is to return deposits.

Deposits are intended to be returned to the designated party after the construction or special activity is completed. Fees are compensation for administration, inspection, and other City expenses resulting from your work. Please see Section 5 for additional information. Amounts are available on line at <http://www.ci.akron.oh.us/pubwks06.htm>.

Descriptions and procedures regarding deposits are in the following sections:

2.5.1 Work Notification Deposit. The work notification deposit is to insure the contractor notifies Public Works Engineering Services (telephone 330 375-2831, fax 330 375-2815) at least two working days before backfilling or placing concrete. The amount is determined by Public Works during the application review process, based on the standard rates posted on line at <http://www.ci.akron.oh.us/pubwks06.htm>.

Public Works will release the full work notification deposit to the specified party if the first notification is accurate. If the contractor does not notify Public Works as specified above, the City will charge the permittee the entire amount of the deposit. If the contractor does notify Public Works, but does not place backfill or concrete when specified in the

notification, and there is not an acceptable reason, the City will charge the permittee \$44 per occurrence for loss of inspection time.

Any work notification deposit due to be refunded to the contractor will be released upon City acceptance of the final restoration.

2.5.2 Final Notification Deposit. The final notification deposit is required when the permittee is performing the final restoration. The purpose of the final notification deposit is to insure the contractor notifies Public Works Engineering Services at least two working days before installing final restoration. The amount is determined by Public Works Engineering Services during the application review process, based on the standard rates posted on line at <http://www.ci.akron.oh.us/pubwks06.htm>.

Public Works Engineering Services will release the full final notification deposit to the specified party if the first final notification is accurate. If the contractor does not notify Public Works as specified above, the City will charge the permittee the entire amount of the final notification deposit. If the contractor does notify Public Works, but does not perform final restoration when specified in the notification, and there is not an acceptable reason, the City will charge the permittee \$44 per occurrence for loss of inspection time.

2.5.3 As-Built Drawing Deposit. An as-built drawing deposit may be required by the permit application review comments. It is to insure the contractor provides acceptable as-built drawings of the work, when necessary. The amount is determined during the application review process.

The City Division that requested this deposit will release it to the specified party upon the Division's acceptance of the as-built drawings.

3. PRECAUTIONS TO BE TAKEN IN ACTING UNDER THE PERMIT

3.1 Utility Notifications. Per AEBS Subsection 107.13, the contractor is responsible for the identification, location and protection of all utilities. The contractor shall, at least two but not more than ten working days prior to commencing construction operations, cause notice to be given to all utilities that may be affected by the work.

The City encourages the contractor to white line their proposed excavations with white paint, flags, stakes, or a combination of these prior to notifying utilities.

A list of utility contacts is posted on line at <http://www.ci.akron.oh.us/pubwks06.html>. It is the best available information at the time of posting, and is not guaranteed accurate. Utilities may change their contacts without notice.

Notification may be provided to subscribing utilities by calling the *Ohio Utilities Protection Service* at 800 362-2764, and the *Oil and Gas Producers Underground Protection Service* at 800 925-0988.

3.2 Street Closures. Street closures are only permitted in extreme situations. If a street closure is needed, submit a proposed traffic control plan to the City Traffic Engineer (330 375-2851) for the proposed street closure and proposed detour route, at least five business days before the proposed closure.

If the Service Director, Akron Police Department, Akron Fire Department, and Traffic Engineer approve closure, notify them, and all property owners and tenants on the portion of the street to be closed, at least seventy-two hours before closure. Property owner/tenant notification may be done by posting a notice on each property.

3.3 Video Taping. The City recommends the Contractor video tape existing conditions prior to starting work.

3.4 Permits and Approved Drawings Required on Site. All contractors shall have a copy of all necessary permits and approved drawings on site at all times during their work.

City inspectors and/or police officers will, upon the Service Director's approval, shut down any non-emergency work where the contractor is working in a City right-of-way without a copy of the necessary documents on site.

3.5 Traffic Control. The contractor is responsible for all necessary traffic control during its work. Traffic control shall be in accordance with the current Akron Engineering Bureau Construction and Material Specifications (AEBS) Item 614.

3.6 Safety. The contractor is responsible for insuring the safety of the public and of its own personnel, in accordance with AEBS Section 107.

3.7 Right-of-Way Inspection Notifications. Notify Public Works Engineering Services (330 375-2831, fax 330 375-2815) of when concrete forms will be set for a

sidewalk, drive apron, or curb ramp at least two working days before you plan to place the concrete.

Notify the Akron Engineering Bureau Construction Division (330 375-2740) of when concrete forms will be set for a curb ramp at least two working days before you plan to place the concrete.

Notify Public Works Engineering Services (330 375-2831, fax 330 375-2815) of when an excavation in the right-of-way will be backfilled at least two working days before you plan to backfill.

Notify Public Works Engineering Services of when you will be installing final restoration of an excavation in the right-of-way at least two working days before you plan to begin the final restoration.

If the City has agreed to install final restoration of your excavation in the right-of-way, notify Public Works Engineering Services of when the excavation will be ready for final restoration at least two working days before you plan to have the excavation ready.

3.8 Damage to Utilities. Per AEBS Subsection 107.13, the contractor is solely responsible to remedy damage to or interruption of service of any utility, including utilities that are not marked, due to the contractor's operations. Contractors unwilling to assume this risk should not work in City rights-of-way. All such remedies shall be at no cost to the City. Damage to permanent surface markings that identify underground utilities is considered damage to the utility.

3.9 Consequences of Non-compliance. If the work does not comply with applicable standards, or if a defect develops within five years of the date of a Right-of-Way Permit, the City will send a notice of defect to the responsible party. If the responsible party does not remedy the defect as and when required by the notice, the City may make the necessary repairs and charge the cost to the responsible party.

The City will not consider additional permit applications from any party that has an unresolved notice of defect regarding a previous permit, or a past due City invoice. Other penalties may apply as prescribed by law.

3.10 Permit Cancellation and Expiration. If the contractor cancels a permit for a reason not due to the negligence of the contractor, the City will return any deposits to the specified party. Right-of-Way Permits expire one year after the date of issue. Any deposits not returned to the specified party will be kept by the City upon permit expiration.

Other permits expire on the date noted on the permit.

4. SPECIFICATIONS

4.1 Standard Specifications and Drawings. All work in City rights-of-way shall be in accordance with the current Akron Engineering Bureau Construction and Material Specifications (AEBS) and Standard Construction Drawings. They are available at the Plans and Permits Center. In case of conflict, the requirements of this booklet control over the AEBS and Standard Drawings. The requirements of the Drawings control over the requirements of the AEBS.

This booklet refers to specific Sections and Drawings of the above standards for the convenience of the contractor. These references do not relieve the contractor's responsibility of compliance with other applicable laws, Sections and standard details.

4.2 Pavement/Sidewalk/Curb Removal. The contractor shall minimize the area of removal until final restoration. The party installing the final restoration shall remove any additional material necessary to comply with the final restoration requirements.

All pavement, sidewalk, and curb shall be sawcut full depth. All sawcutting shall be done wet in accordance with the Ohio EPA's Fugitive Dust Act.

For brick surfaces, take care in removing the brick and store it near the site so it may be reinstalled as part of the final restoration.

4.3 Minimum Depth and Clearances. Minimum depths and clearances for underground utilities shall be as follows, unless otherwise approved in writing by the Public Utilities Engineer. Any greater depths and/or clearances required by other applicable regulations apply and control over this table:

Underground Utility (including service lines for such utilities)	Minimum Cover Depth below Surface	Minimum Horizontal Clearance to other Utilities	Minimum Vertical Clearance to Other Utilities
Water Supply	4'-6"	As specified in "Water Line Notes" included in Section 6 of this booklet	As specified in <input type="checkbox"/> Water Line Notes <input type="checkbox"/> included in Section 6 of this booklet
Storm Sewer	2'-0"	4'-0" (5'-0" to steam utilities)	12" (1'-6" to steam utilities)
Sanitary Sewer	3'-6"	4'-0" (5'-0" to steam utilities, 10'-0" to water utilities)	12" (1'-6" to water and steam utilities)
Steam	3'-0"	5'-0"	1'-6"
Natural Gas, Electric, Telecommunications, Cable Television, and other utilities not listed above	2'-0"	3'-0" (5'-0" to water and steam utilities)	12" (1'-6" to steam utilities)

New utilities and service connections may not be located where they interfere with access to existing utilities.

4.4 Tracer Wire or Electronic Markers. The City encourages the use of tracer wire or electronic markers on all nonmetallic facilities.

4.5 Backfill. Backfill shall be in accordance with AEBS Items 251, 503, 551, 564, and 617 as applicable or required by the review comments. The City encourages the use of low strength mortar backfill per Item 617 where feasible.

Notify Public Works Engineering Services a minimum of two working days before backfilling at 330 375-2831. Public Works will release the work notification deposit after final restoration is completed per Section 2.5.1 of this booklet.

4.6 Trench Plates. Steel plates may be used to cover a trench for no longer than 72 continuous hours. Trench plates shall be of a size and thickness that will safely span the trench, and shall be securely mounted to prevent movement and noise.

Provide either hot mix asphalt or cold patch material at the edges of all trench plates that cross the direction of traffic. The material shall ramp from the pavement surface to the top of the plate, and shall be installed the full length of such edges. Maximum slope of such ramps shall be five per cent.

Contractors shall immediately remove trench plate and ramp materials not in use from the right-of-way.

4.7 Temporary Pavement Restoration. Either temporary or final restoration in accordance with the following is required immediately upon completion of backfilling. Temporary restoration is not required if the contractor will be installing the final restoration immediately after backfilling. Temporary restoration is required if the City will perform the final restoration.

Temporary pavement surface course shall be one of the following:

1. Four inch thickness of asphalt concrete in accordance with AEBS Item 404 or 402.
2. Four inch thickness of asphalt cold patching material equal to Hy-Grade Cold Mix manufactured by the Hy-Grade Corporation of Cleveland, Ohio, 216 341-7711.
3. Two inch thickness of Portland cement concrete in accordance with AEBS Item 452. When installing temporary concrete surface course on a concrete base course, place minimum six mil thick polyethylene sheeting on top of the entire base course before placing the surface course. The sheeting is to separate the temporary surface from the base course.
4. For residential streets only, Item 304 may be used, provided final restoration is completed within five working days. If final restoration is not completed within five working days, the contractor shall immediately install temporary surface course per item 1, 2, or 3 above.

Temporary pavement shall be installed in accordance with AEBS Item 615, except the smoothness requirements for Items 403 and 404 will not be waived. The contractor is not responsible for removing temporary pavement if the City will install the final restoration.

4.8 Final Right-of-Way Restoration. The party responsible for final restoration is responsible for removing temporary surface course and additional pavement necessary to comply with final restoration requirements. Final right-of way restoration shall make the condition and appearance of the right-of-way equal to or better than it was before the start of work.

The deadline for completion of all final restoration work is one year from the date the permit was issued, unless required sooner by the Director of Public Service. See Section 3.9 of this booklet for consequences of not meeting this deadline.

Notify Public Works Engineering Services (330 375-2831) a minimum of two working days before beginning final restoration. After accepting the final restoration, Public Works will release the final notification deposit per Section 2.5.2 of this booklet.

The Permit Applicant may request the City to provide removal or restoration work. The appropriate City Division will advise if they have the necessary resources to provide the requested work as part of the permit application review comments. A list of work items and unit prices is posted on line at <http://www.ci.akron.oh.us/pubwks06.htm>.

4.8.1 Base Course. Base course restoration for asphalt, concrete, and brick surfaces shall be in accordance with the current City of Akron Bureau of Engineering Construction Standard Drawing BP-6, Detail Nos. 2 through 5. Use hot mix asphalt in lieu of Class C concrete base course when directed by the restoration inspector.

If using concrete encasement backfill, such as for high voltage electric lines, float finish the top of the encasement, and allow it to cure for a minimum of 24 hours before placing additional backfill or the base course. If using concrete base course, provide either minimum six mil thick polyethylene sheeting, or a minimum one foot depth of properly compacted premium backfill between the top of the encasement and the bottom of the base course. The plastic or backfill is necessary to provide a cold joint, to facilitate pavement removal when full depth pavement replacement becomes necessary.

4.8.2 Asphalt Surfaces. Final pavement restoration for asphalt surfaces shall be in accordance with the current City of Akron Bureau of Engineering Construction Standard Drawing BP-6, and the limits of surface course shall be in accordance with the following Sections and Standard Drawing ES-2. Drawing ES-2 is included in Section 6 of this booklet.

Please see standard drawing ES-2 for required limits of asphalt surface course restoration, further described as follows:

For excavations in asphalt surface streets that are twelve feet long or longer measured parallel to the roadway, the permit holder is responsible for replacing the surface course the full width of the traffic lane or lanes excavated. Traffic lane width is center to center of existing lane markings, or center of markings to face of curb for curb lanes, unless otherwise noted in the application review comments.

The minimum depth of replacement surface course is two inches. The minimum length of pavement restoration shall be in accordance with the Akron Engineering Bureau Standard Drawing BP-6.

Where such an excavation crosses from one lane to another, the permit holder is responsible for replacing the surface course the full width of both traffic lanes a minimum distance of twelve feet in both directions from where the edge of the excavation crosses the common edge of the two lanes.

Restoration of pavement placed within the last four years before the date of permit application shall include replacing the surface course the full width of the street. The required length will be determined by the City.

4.8.3 Concrete Surfaces. Concrete surface restoration shall be in accordance with Akron Engineering Bureau Standard Drawing BP-6 Detail No. 4, except the asphalt surface course shall be omitted. The limits of the restoration shall be to the nearest original construction expansion or contraction joints, or edges of concrete. The concrete thickness, joint types and pattern after final restoration shall match the original construction. Creation of additional joints is not permitted. Any reinforcing encountered during removal shall be replaced in kind, and any dowels protruding from existing concrete shall be preserved and incorporated in the new work where feasible.

Minimum concrete thickness for sidewalks and driveway aprons shall be six inches, except as follows:

In residential areas where the existing sidewalk is less than six inches in thickness, the minimum concrete thickness of driveway aprons, sidewalks used for driveway purposes, and curb ramps shall be six inches. Minimum thickness of other portions of the sidewalk shall be the greater of the existing thickness, or four inches.

When replacing sidewalks at an intersection, the Contractor is required to provide a curb ramp or ramps according to the current Akron Engineering Bureau Standard Construction Drawings BP-5.0 through BP-5.6. Contact the Akron Engineering Bureau at 330 375-2160 for any necessary assistance.

4.8.4 Brick or Cobblestone Surfaces. The City reserves the right to require colored stamped concrete in lieu of bricks or cobblestones.

If the Public Works Bureau approves using bricks, obtain new or previously salvaged bricks in accordance with AEBS Section 461.02 as necessary before opening the street. Brick surface restoration shall be in accordance with Drawing BP-6 Detail No. 5. Notify the

Highway Maintenance Division, 330 375-2831, of any surplus bricks remaining after final restoration, for pick up.

4.8.5 Signing, Striping, and Marking. The party responsible for final restoration is responsible for:

1. restoring any affected signing to its original condition.
2. contacting Traffic Engineering (330 375-2851) to arrange for them to restore any affected striping and/or markings to their original condition.
3. paying costs for these restorations as described in Section 4.8 of this booklet.

4.8.6 Lawn and/or Planting. The party responsible for final restoration is responsible for restoring any affected lawn and/or planting areas to their original condition. Any trees, shrubs, groundcover, or turf damaged by the Contractor shall be replaced as directed by the City Arborist and Horticulturist (330 375-2740).

4.8.7 Traffic Signal Conduit, Pull Boxes, Loops, etc. The Responsible Party (defined in Section 1.5) is responsible for any damage to traffic signal conduits, wires, loops, pull boxes, etc. If any traffic control devices are damaged, contact the Traffic Engineering Division (330 375-2851) to arrange for restoration by the Traffic Engineering staff. The Responsible Party shall pay for such restoration as described in Section 4.8 of this booklet.

4.9 House Drains. Residential roof drainage piping in the right-of-way shall be three inches (nominal) in diameter.

All house drain installations under sidewalks shall be installed by the open cut method, replacing the sidewalk above to the nearest original construction expansion or contraction joints. Neither tunneling nor jacking installation is permitted.

Minimum exposed curb height for drilling drain holes is five inches above the pavement. If the curb is less than five inches high, the curb shall be cut vertically and patched to install the house drain.

Please see Akron Engineering Bureau Standard Drawing S-2 for additional information.

4.10 Driveway Aprons. The edge of driveway aprons shall be a minimum of three feet clear of any tree or structure, i.e. utility pole, hydrant, storm inlet, etc. Some structures and/or trees may be able to be relocated or removed.

4.11 Multiple Utility Conduits. The City encourages the installation of extra conduits while installing conduits for immediate use. The installing utility may use the conduits in the future, or lease them to another party.

4.12 As Built Drawings. The responsible party shall arrange for as-built drawings if required by the application review comments. The City Division that requested the deposit will release it to the specified party upon acceptance of the as-built drawings.

5. CHARGES AND DEPOSITS

CURRENT PRICING IS POSTED ON LINE AT: <http://www.ci.akron.oh.us/pubwks06.htm>.

REQUIRED RIGHT-OF-WAY PERMITS, DEPOSITS, AND FEES:

<u>Proposed Activity in Right-of-Way</u>	<u>Permit Required¹</u>	<u>Deposit and/or Fee Required^{1, 2}</u>
Sidewalk, drive apron, and/or curb ramp construction.	Right-of-Way (ROW)	Work Notification Deposit and ROW Permit Fee
Cutting of curb for proposed driveway or curb ramp in street right-of-way.	ROW	ROW Permit Fee Work Notification Deposit
Curb drain hole in street right-of-way.	ROW	Work Notification Deposit ³ and ROW Permit Fee
Curb restoration.	ROW	Work Notification Deposit and ROW Permit Fee
All excavations in street rights-of-way, except light and utility pole replacements.	ROW	Work Notification Deposit, Final Notification Deposit, ROW Permit Fees, and ROW Inspection Fees ⁵
Moving an oversize house/load on City streets.	Oversize House/Load Moving Permit	Work Notification Deposit, Oversize House/Load Moving Fee, and ROW Inspection Fees.
Connecting to storm or sanitary sewer in right-of-way.	ROW, and Storm Sewer Tap Permit or Sanitary Sewer Tap Permit	Work Notification Deposit, Final Notification Deposit, ROW Permit Fees, ROW Inspection Fees, and Storm Sewer Tap Permit Fee or Sanitary Sewer Tap Permit Fee ⁴
Obstructing a sidewalk or street in a street right-of-way for a purpose other than the items listed above.	ROW Occupation	Work Notification Permit and ROW Occupation Permit Fee

¹Check with the Plans and Permits Center to learn if non right-of-way permits and/or fees are required for your project.

²An As-Built Drawing Deposit is also required if called for in the application review comments.

³If there is an existing sidewalk.

⁴The fee amount for Storm and/or Sanitary Sewer Taps will be included in the application review comments.

⁵ROW Inspection Fees are charged for inspection time after the first hour per day and for inspections during non-business hours. Most ROW inspections take one hour or less per day. The Right-of-Way Permit Fee includes the first hour of inspection.

6. **APPLICATION FORM AND REFERENCES**



City of Akron Plans and Permits Center
1030 E. Tallmadge Ave.
Akron, Ohio 44310
330 375-2010
Plans&Permits@ci.akron.oh.us

Location of work (address and/or intersection. If multiple locations, attach a list, or drawings showing each proposed location): _____

Name and telephone number of person completing application: _____

Circle permits requested:	Right-of-Way (ROW)	ROW Occupation	
	Oversize House/Load Moving	Sanitary Sewer Tap	Storm Sewer Tap

Description of work: _____

Drawing(s) attached? (Required for all proposed curb cuts, driveways, and excavations longer than 12 feet measured parallel to the roadway) Yes No

Estimated duration of right-of-way occupation (business days): _____

Planned working hours (such as 8:00 a.m. to 4:00 p.m.): _____

Planned start date: _____

List all work you are requesting the City to provide, including estimated quantities: _____

Description of traffic control measures (Permittee shall provide traffic control): _____

Owner of utility or benefiting property:

Contact person (name & title) _____

Telephone Number _____ E-Mail _____

Company _____

Address _____

Insurance certificate on file at Plans and Permits? Yes No

General contractor:

Contact person (name & title) _____

Telephone Number _____ E-Mail _____

Company _____

Address _____

Insurance certificate on file at Plans and Permits? Yes No

Subcontractor:

Contact person (name & title) _____

Telephone Number _____ E-Mail _____

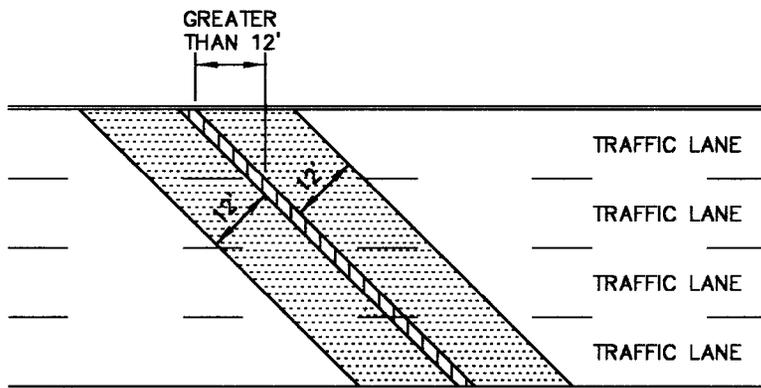
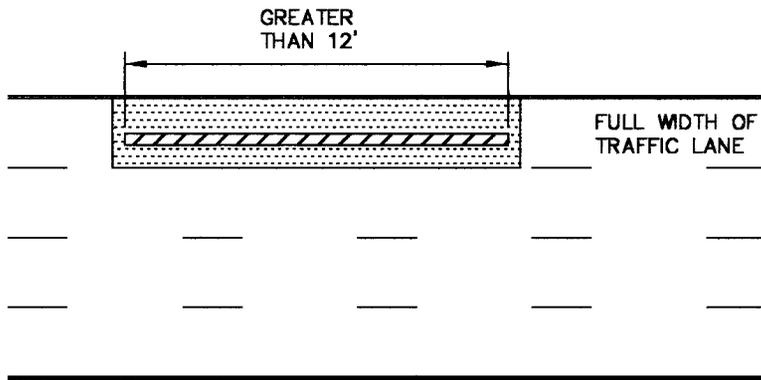
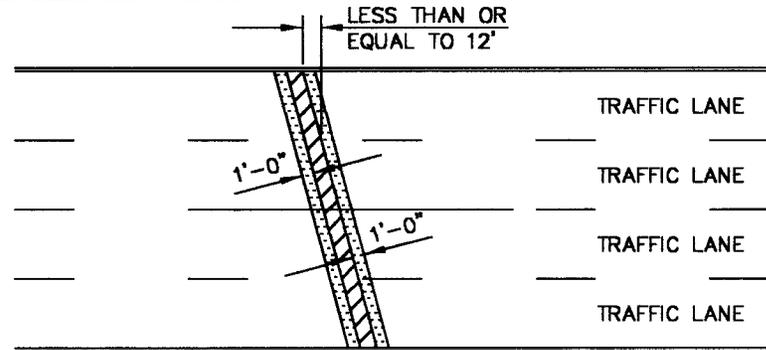
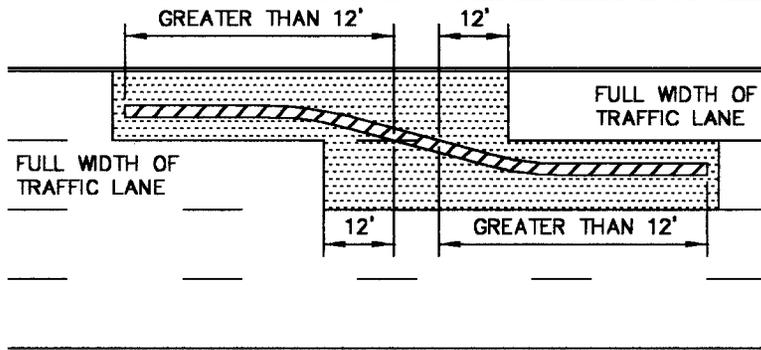
Company/Trade _____

Address _____

Insurance certificate on file at Plans and Permits? Yes No

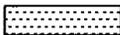
Copy this page and complete the subcontractor section for any additional subcontractors as necessary to include all contractors that will be working in the right-of-way.

Party to receive deposits when released by City: (name, address, telephone, & Federal Employer Tax ID number) _____



LEGEND

 LIMITS OF TRENCH

 LIMITS OF PAVEMENT RESTORATION

NOTE:
THE MINIMUM DEPTH TO REPLACE THE SURFACE COURSE IS TWO INCHES.

CITY OF AKRON BUREAU OF PUBLIC WORKS	
ASPHALT SURFACE RESTORATION LIMITS	DATE 8/31/01
STANDARD DRAWING	ES-2
APPROVED: 	ENG. SVCS. MGR.

CONSTRUCTION NOTES

1. All work shall be performed in accordance with the applicable codes and/or requirements of the City of Akron
2. Underground utility locations shown on the plans are based upon available records and are not guaranteed to be accurate or complete. Therefore, all underground utilities shall be located and pot holed prior to construction proceeding in that area.
3. The contractor shall be responsible at all times for the maintenance of streets and other utilities affected by construction operations. Debris and rubbish shall not accumulate and all premises shall be maintained in a neat and workmanlike condition.
4. The contractor shall take adequate precautions to protect existing lawns, trees and shrubs, sidewalks, curbs, pavement, utilities, adjoining property, and structures from damage caused by the contractor's operations.
5. The contractor shall provide adequate and appropriate traffic control for all operations on or adjacent to a highway or a street. The traffic control shall conform to the procedures as outlined in the "Ohio Manual of Uniform Traffic Control Devices," Part 6 Temporary Traffic Control. (Available on line at <http://www.dot.state.oh.us/Divisions/HighwayOps/Traffic/publications2/ohiomutcd/Pages/default.aspx>)
6. There shall be at all times adequate vehicle and pedestrian access for ingress and egress from the properties adjacent to the project.
7. During non-working hours, the contractor shall keep the existing traffic lanes clear for traffic without interference from their operations including all approaches and intersections.
8. The contractor shall notify the applicable traffic engineering department, fire department, and public transit provider by phone or in writing one week before the beginning of their operations so that these agencies may reroute their emergency and service vehicles around the construction zone.
9. Where hazardous conditions exist, the contractor shall provide proper signing, flagging and barricading.
10. Excavations in paved areas shall be sawcut full depth. All sawcutting shall be done wet in accordance with the Ohio EPA's Fugitive Dust Act.
11. All underground utilities in the City of Akron shall be installed by open cut excavation unless prior written approval is obtained from the Public Utilities Engineer.
12. The contractor shall dispose of all excess material and debris offsite. Disposal shall be at location(s) permitted for such material. The contractor shall make his own arrangements for disposal of any such material.

13. No trench or excavation in a traveled area shall be left open overnight or unattended unless protected. Trenches or excavations in non-traveled areas must be fenced, filled, or covered when unattended.
14. The contractor shall notify property occupants at least 24 hours prior to any disruption of their driveways.
15. Any improvements disturbed by construction shall be repaired or replaced to the same condition or better than as before construction.
16. Storm sewers or drainage ways shall not be blocked nor shall any foreign material be allowed to enter a storm sewer or drainage way.
17. The contractor is responsible for notifying all utilities at least 48 hours prior to construction activity.
18. All buried conduit/cable should be placed at 42" minimum cover unless specified otherwise on the drawings.
19. All work in Akron street rights-of-way shall be in accordance with the current City of Akron "Regulations for Construction and Special Activities in Street Rights-of-Way."
20. The contractor shall notify Public Works Engineering Services (330 375-2831) for inspection at least 48 hours before work is to begin or resume in the right-of-way.
21. Proposed conduit shall pass underneath all inlet connections unless the contractor has obtained prior written consent from the Public Utilities Engineer.
22. The contractor shall have a copy of the approved plans and permits on site at all times during the work.
23. The contractor shall obtain a Right-of-Way Permit for all utility connections in the right-of-way

TRAFFIC MAINTENANCE NOTES

1. All traffic control devices shall be furnished by the contractor and shall be erected and maintained in compliance with the State of Ohio “Manual of Uniform Traffic Control Devices” Part 6, Temporary Traffic Control (See Pg. 1), according to size, shape, color and reflectorization.
2. The contractor shall be responsible at all times for providing and maintaining lights, signs, and barricades for the maintenance of traffic and safety of his work at the location shown on these plans or as directed by the Engineer.
3. The contractor shall give the City of Akron, Traffic Engineering Division, a minimum of 7 days notice prior to starting work (Tom Bennett 330-375-2851).
4. Street closures shall be approved only by the Service Director. A minimum of 48 hours notice is required.
5. Traffic maintenance is required on all streets under this contract unless noted otherwise.
6. Contractor is responsible for all damages to signs, signposts, sign brackets, etc. stop or yield signs shall be maintenance during construction. Street names signs and all other signs affected during this construction shall be carefully removed, stored and reinstalled by the contractor in accordance with O.M.U.T.C.D., the City specifications. ‘Within 15 days of the completion of the construction, and acceptable to the Engineer. Other,’ Traffic Engineering will replace them at the contractor’s expense.
7. Type “C” burning warning lights shall be erected on drums within 100 feet of all intersections and all transition areas for night-time channelizing, maximum spacing shall be 25 feet center to center.
8. Contractor shall pursue the project in such a manner as to minimize both the extent and duration of the disruption of traffic.
9. All street crossings shall be plated for Traffic Maintenance during non-working hours.
10. The contractor shall provide a safe pedestrian walkway when working across sidewalks.
11. The contractor is to supply a traffic detour plan to the Bureau of Engineering at the pre-construction meeting, if applicable.
12. No work shall be permitted from 7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM on all collector and arterial streets, Monday through Friday.
13. The contractor shall be responsible at all times for maintaining, removing and installing any traffic signal/flasher within the project limits unless noted otherwise.
14. The contractor shall provide the names and telephone numbers of emergency contact personnel, responsible 24 hours a day (If applicable). In the event of an after-hours accident, all lamp outages, cable outages, traffic-controller malfunctions or signal related problems.
15. If the contractor does not repair a traffic-controller malfunction or signal related problem within two hours of notification. Then the City of Akron Traffic Engineering Division will perform the repairs and, subsequently, Bill the Contractor for all labor, equipment, material and other incidentals.



PUBLIC UTILITIES BUREAU
AKRON WATER WORKS
UTILITIES ENGINEERING

WATER LINE NOTES

No water service will be installed until all requirements of the Akron Water Works are met, including but not limited to the following:

1. Review and approval of all building plans.
2. Receipt of the applicable fees.
3. Approval of the houseline installation and appurtenances.
4. Approval of the fire system
 - A. Review and approval of sprinkler plans
 - B. Receipt of a signed contractor's pressure test report.
 - C. Proof of State certified contractor to install underground fire line and registration with City of Akron Building Inspection Division or applicable political subdivision.
 - D. Obtain sprinkler/suppression permit for underground fire line installation with City of Akron Building Inspection Division or applicable political subdivision.

All on-site water line piping and appurtenances shall be installed according to Water Department specifications and must be inspected and approved by the Water Distribution Division (375-2420) prior to backfilling.

All underground pipe 2 inches and smaller shall be Type "K" soft copper with flared fittings. Compression fittings may be used on 1½ inch and 2 inch pipe. Pipe shall be installed with 4 feet 6 inches of cover.

All underground straight lengths of pipe larger than 2 inches shall be Class 53 cement lined ductile iron with push-on joints including two brass wedges per joint. Pipe shall be installed with 4 feet 6 inches of cover. See detailed specifications for approved pipe, fittings, bolts, etc., for water line installation (Acc. #14908).

Maintain a 12 inch minimum vertical clearance from edge of water line to edge of storm sewers and/or inlet lead where they cross.

Maintain a 4 foot minimum horizontal clearance from edge of water line to edge of storm sewer.

Maintain a 10 foot horizontal clearance from edge of water line to edge of sanitary sewer.

Maintain an 18 inch minimum vertical clearance from edge of water line to edge of sanitary sewer where they cross.

Maintain a 12 inch vertical clearance from edge of water line to edge of gas, electric, etc.

Maintain a 5 foot minimum horizontal clearance from edge of water line to edge of gas line(s), electric line(s), communication line(s), etc.

Requirements for an Inside Meter Setting:

1. Easily accessible
2. Adequate headroom
3. Properly heated
4. Floor drain within five feet of meter
5. Houseline not longer than 200 feet
6. Meter must be set within one foot of where line enters building.
7. In buildings with interior meter setting without basements, houseline must be installed in an AWW approved conduit from one foot outside footer to above floor slab (houselines 2 inch and smaller).
8. Buildings with interior meter settings not on outside wall, the houseline must be installed in a continuous AWW approved conduit from outside building footer up through floor slab (houseline 2 inch and smaller).
9. Houseline installed under paved areas for inside meter setting must be in an AWW approved conduit from street right-of-way to inside building.

If the interior meter setting does not meet all the above requirements, then the meter must be installed at the street in a curb meter pit or an approved meter vault.

PUBLIC UTILITIES BUREAU
CONSTRUCTION NOTES FOR STREET OPENINGS

1. The contractor must maintain a 12 inch minimum vertical clearance from the edge of all water mains to the edge of all storm sewer pipes and/or inlet lead pipes where they cross.
2. The contractor must maintain a four foot minimum horizontal clearance from the edge of all water mains to the edge of all storm sewer pipe inlets and storm sewer manholes.
3. The contractor must maintain a ten foot minimum horizontal clearance from the edge of all water mains to the edge of all sanitary sewer and/or force main pipes.
4. The contractor must maintain an 18 inch minimum vertical clearance from the edge of all water mains and/or services to the outside edge of all sanitary sewer pipes where they cross.
5. The contractor must maintain a 12 inch minimum vertical clearance from the edge of all water mains to the edge of all gas lines, direct burial conduits, concrete encased electrical conduits, light poles bases, and hand hole pull boxes.
6. The contractor must maintain a 36 inch minimum horizontal clearance from the edge of all water mains to the edge of all gas lines, direct burial conduits, concrete encased electrical conduits, light poles bases, and hand hole pull boxes.
7. No proposed trees shall be planted over or within five feet of a sanitary lateral or large water service for maintenance purposes.
8. For maintenance and/or repair purposes, no lighting and/or traffic signalization, buried conduit, trees, tree grates or permanent type planter boxes and/or structures shall be placed on top of our existing water mains and/or large water service.
9. Contact the Ohio Utilities Protection Service (1-800-362-2764) and the Oil and Gas Producers Underground Protection Service (800 925-0988) at least 48 hours prior to beginning of construction.
10. Use extreme caution when excavating in the area of existing water main pipes, valves, hydrants, and thrust blocks.
11. Any existing water mains, hydrants, valves, valve boxes, meter vaults, service lines, or curb boxes that are damaged or must be adjusted and/or moved must be repaired, adjust, moved and/or replaced at the contractor's expense. Contact John Thompson, Water Distribution Supervisor, at 330-375-2420 to schedule this work.
12. Any existing sanitary sewer, manhole, force main or lateral or storm sewer, manhole, inlet lead or lateral that is damaged or must be adjusted and/or moved shall be done so at the contractor's expense. Contact Jim Aitken, Sewer Maintenance Supervisor, at 330-375-2666 to schedule this work.
13. The contractor is required to contact John Thompson, Water Distribution Supervisor, at 330-375-2420 and Jim Aitken, Sewer Maintenance Supervisor, at 330-375-2666 for all pre-construction meetings for the proposed project.
14. Any water main or water service construction is required to have approved plans by the Public Utilities Bureau. No work pertaining to the Akron water distribution system shall occur without this approval. Contact Terry Leslie, P.E., Acting Utilities Engineer at 330-375-2690.