CITY OF HILLSBORO

Public Works Department, Engineering Division

FRANCHISE UTILITY / RIGHT OF WAY PERMITS SPECIFICATIONS

The City of Hillsboro has jurisdiction and regulatory control over the public right-of-way (ROW) within city limits. All companies wishing to install private utilities within the boundaries of public ROW are required to enter into a Franchise Utility Agreement, with the City of Hillsboro. This agreement, required by the Hillsboro Municipal Code, establishes permits, fees, and other requirements that must be complied with prior to the commencement of work on any portion of the project.

Please notify Joe Hazel (503-681-6427 cell: 503-351-1393 – email: josephh@hillsboro.or.us) in the Engineering Department, at least 24 hours in advance of any work within the ROW. Notification must be made again 24 hours prior to project completion for final inspection.

Oregon law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center. The phone number for the Oregon Utility Notification Center in the Metro Area is 503-246-6699.

The contractor shall have a copy of the approved permit including all attachments and a set of construction drawings on site at all times.

SPECIAL PROVISIONS:

Method of Construction:

All trenches shall be a minimum of 36 inches in depth, backfilled with clean ¾"-0 crushed rock, compacted in 2 foot maximum lifts to 95% AASHTO T-99 test method. Trenches in unimproved roadways (without curbs) must be a minimum of 48" in depth and adhere to the same compaction test. This stipulation applies to joint trench installation in newly constructed streets as well. The City of Hillsboro shall be supplied with compaction test results from a certified testing laboratory. All street cuts 9 square feet or greater will require a compaction test on the base and asphalt. In place density test will be required for first lift 91% compaction and 92% for any others.

The City of Hillsboro has a moratorium on cutting newly constructed streets. Street crossings of utilities shall be bored. All asphalt street trenches shall be saw cut. Concrete street trenching shall be accomplished by the removal and replacement of full panels, where doweling will be utilized. Before the end of the working day, all street trenches and bore pits shall be plated with hot or cold patch transition & warning signs. Coordinate placement of bore pits with your inspector. All locate requests shall be preceded by having the area pre-marked with white paint.

Erosion Control:

All applicable Erosion Control measures shall be in place prior to the start of construction and shall be maintained throughout the entire project. All exposed soils within the CWS Wet Weather Measure dates, need either a 6-mill plastic sheet cover or a 2" minimum straw mulch cover as per Chapter 8 of CleanWater Services's Design and Construction Standards. This primarily applies to, but is not limited to, open trenching installation. Soils from bore pit excavation must be covered with visquene at the end of each working day if still on-site. Contact your inspector with any questions.

Traffic Control:

Manual on Uniform Traffic Control Devices (MUTCD) specifications must be met. City streets are not allowed to be closed unless prior approval is granted.

RESTORATION:

When sidewalk panels must be removed for installation purposes, only full panels are to be replaced, to an original or better condition. All new panels are to be edge-shined on all 4 sides. Any water meters in existing panels must be reset to match the elevation of the fresh concrete so as to not create a tripping hazard. The Water Department will provide new meter boxes for ones needing replacement. The new panels must be covered during inclement weather to allow adequate cure time.

All disturbed landscaped areas (trees, shrubs, grass, flowers, etc.) damaged during the project shall be restored by the grantee or contractor to original or better condition. When working near street trees, stay outside of its drip line. Directional bores under street trees will not be allowed unless approved by the City Engineer.

Pedestal locations must be kept at property lines. A registered professional land surveyor at the expense of the grantee or contractor must reset any survey marker or monument that is disturbed or removed during pedestal placement. A professional plumber at the expense of the grantee or contractor must repair any damage to existing plumbing lines on private property. It is suggested that the grantee or contractor perform a site inspection prior to commencement of work. Any existing defects should be recorded. This procedure will help to prevent any undue damages being lobbied against the contractor or grantee at the time of final inspection.

****Private utilities (Phone, TV, Gas, Power) shall be installed a minimum of **five (5)** feet from City utilities (water, sewer, and storm) when run parallel and a minimum of 18 inches below these utilities at their crossing. ****

SUMMARY

1. Street crossings are to be bored.
2. Notify Joe 24 hours prior to start of work.
3. Compaction test will be required
4. Notify your inspector for a final inspection.
5. All locate requests shall be preceded by having the area pre-marked with white paint.