



Right of Way Encroachment Policy, Standards, and Guidelines

**Augusta, Georgia
Augusta Engineering Department
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I. Title

This Document will be known as the “Augusta, Georgia Right-of-Way Encroachment Policy, Standards, and Guidelines.” This article is a support document to Title 7 – Chapter 3 – Article 3 “Excavations” and Article 4 “Use of County Rights of Way”

II. Definitions

A. Active Project

A utility activity that has been permitted that is with the time period from the “Beginning of Work” until “Final Acceptance”.

B. Applicant

The individual or the agency he/she represents that has complied and signed the “Application and Permit for Utility facility Encroachment “Form.

C. Applicant and Permit for Utility Facility Encroachment

A form provided by Augusta Engineering Department that is to be filled out by the “Applicant”. Upon such time, that the City Engineer signs the application the application shall serve as the Permit.

D. As-Built Plans:

Certified Record of Drawings by the Utility Owner/Operator which depict the actual location of a utility facility after construction.

E. Beginning of Work

The initial activity as part of an approved permit as determined by the City Engineer.

F. City Engineer

Either the director of Department of Engineering or any duly authorized representative of the director of Department of Engineering.

G. G.A.B.

Graded Aggregate Base per Georgia Department of Transportation Standard Specification Section 815

H. Permit

The approved Right of-Way encroachment application form that is signed by the City Engineer.

I. Right of Way (ROW)

The “right-of-way” means any real property, or interest therein, acquired, dedicated, or reserved for the construction, operation, and maintenance of a highway or a street.

J. Street or Highway

The street or highway has the same meaning as “Public Right-of-Way” as provided in O.C.G.A. § 36-76-2(12) at the time of adaptation of the latest ROW encroachment guidelines, *i.e.*, “the area in, on, along, over, or under the public roads that are part of the municipal or county road system or the state highway system.”

K. Proof Roll

Subgrade compaction test that requires using a fully loaded tandem axel dump truck (or other construction equipment approved by City Engineer/Inspector) to test subgrade to ensure there is no pumping.

L. Utility Activity

Any activity conducted on a site that is in conjunction with an approved permit. This can include utility locating, utility and utility facility installation or maintenance, Small Cell and Small Cell Facility installation or maintenance, Cable System installation or maintenance, traffic control, erosion control, etc.

M. Utility Company

Any entity installing a utility facility. This shall include all subcontractors performing work for the Utility Company.

N. Utility Facility

Any Utility facility means any privately, publicly, or cooperatively owned line, facility, or system for producing, transmitting, or distributing communications, power, electricity, light, heat, gas, oil, crude products, water, steam

an underground or submerged conductor, pipe, or structure used or installed for use in providing electric or communications service or in carrying, providing, or gathering gas, oil or oil products, sewage, waste water, storm drainage not connected with highway drainage, or water or other liquids or any other similar commodity, including any fire or police signal system or street lighting system, which directly or indirectly serves the public.

O. Warranty

The period of time from the acceptance of the completed permitted work to the life of the life of utility facility.

P. Working Day

This shall include any day, Monday through Friday, excluding Augusta, Georgia holidays and Masters Week, from 8:30 a.m. to 5:00 p.m.

III. Exceptions

This article shall apply to any encroachment within Augusta, GA (City) right of way undertaken by any person except for the following:

- A. Projects operating with an approved Site Plan provided that site plan has also been reviewed and approved by Augusta Engineering Department (AED) Right of Way management Section. This does not include projects operating with an approved Grading Permit.
- B. Short Side taps within an approved Subdivision Development.
- C. Individual residential taps that do not require crossing or encroaching the roadway. (Multiple residential taps on the same street will require a Permit.)
- D. Individual aerial service taps.

IV. Requirement

To Facilitate new installation or construction of fiber and/or conduit for future fiber use within the City of Augusta public right of way that exceed 5280 LF consult with AED ROW management Section prior to application submittal.

No encroachment or excavation or Utility installation and maintenance shall begin within any public rights or way (street, road, alley, lane, or other public thoroughfare) of Augusta, Georgia until the following requirements have been met:

- A. Financial Security Proof: The Applicant must provide proof of financial security of financial security for three thousand dollars (\$3,000) for one (1) to three (3) active projects, five thousand dollars (\$5,000) for four (4) to five (5) active projects, and ten thousand dollars (\$10,000) for six (6) or more active projects as approved by the City Engineer. An “Active Project” is defined as one that is within the time-period from the beginning of work until the final acceptance by the Augusta Engineering Department. The “Beginning of Work” is defined as the initial activity on the site as approved by the City Engineer. The warranty period begins after the final acceptance of the permitted work.

The Following three forms of Financial Security are acceptable:

1. Letter of Escrow – A Letter of Escrow from a chartered state or national bank or savings and loan institution, which confirms an escrow deposit by the contractor or applicant designating the City of Augusta, Georgia as the obligee.
2. Letter of Credit – A Letter of Credit from a chartered state or national bank or savings and loan institution, which designates the City of Augusta, Georgia as the obligee.
3. Permit Bond – A Permit Bond from an authorized bonding agency, which designates the City of Augusta, Georgia as the obligee. The bond shall have a continuous beginning date, and only the City Engineer can release the bond.

B. Submittal Package Approval

1. Application and Permit for Utility Facility Encroachment – This form is provided by the Engineering Department. Contact AED ROW Management Section for getting latest copy of the form or online form web locator. Augusta Engineering Department Utility Right of Way Encroachment Permit shall be completed by the applicant in full including subcontractor information and all associated construction documents per Augusta ROW Encroachment guidelines. The form shall be returned to Augusta Engineering Department for review and approval. The application is not valid until signed by the City Engineer at which time the application form will serve as the permit.
2. Plans – Two sets or plans shall be submitted to the City Engineer providing the details regarding the proposed utility installation and/or repair. The plans shall be drawn to scale no greater than 1” = 100, in Georgia State Plane Coordinate System NAD 83 Eastern Coordinate System (Horizontal), NAVD 88(Vertical) by a

professional experienced in such plan preparation or under such professional supervision. Or All plans shall be drawn to show centerline stations with reference tied to a field verifiable specific location. Centerline station number shall be relative to the centerline which will be linear only. Include the distance (in feet) and direction from the start of your proposal/project to the centerline of the nearest intersection.

The plans shall show the type, location, depth, length etc. of the proposed activities and the plans shall include an aerial view and side profile for the length of the project. The location of existing utilities, manhole covers, valve covers, references in relation to edges of pavement and/or back of curbs, dimensions, right of way, etc. shall be clearly identified on the plans. The plans shall also include any proposed road jack or bore locations and details and any proposed traffic flow alterations such as lane closures or detours. For new poles the plans should include the bury depth/foundation design and detailed prints (showing dimensions, weight and noting attachment method), and the pole shall aesthetically complement the surrounding land uses and surrounding environment. Approval of the application does not grant approval of the proposed traffic flow alteration. That approval process is discussed in "Section IV.

A. Request for Traffic Flow Alteration" of this article.

3. Verification of Financial Securities - Verification of a financial security in an adequate amount based on the number of active projects per Section A - "Financial Security Proof" shall be provided with each application. If this is an initial submission for an encroachment, the person signing the security and the Utility application shall be the same.

C. Permit Validation

The permit shall be on site at all times in a weather protected legible state. Failure to produce the permit shall be cause for an immediate stop work order. All related special requirements as outlined on the back of the permit shall be followed at all times. All work must start and be completed as specified in associated approved issued permit. The City Engineer may, at his discretion, extend permit expiration date.

Following submission of the Submittal Package as described herein, Augusta Engineering Department shall have a period of thirty (30) working days to take action to approve, to approve with conditions, or to disapprove the package.

V. Notification

A. Request for Traffic Flow Alteration

1. Detours and Road Closures - A request for a detour shall be submitted, in writing, to the City Engineer. Upon the determination by Traffic Engineering, that a detour is required and no viable alternative is available, the City Engineer shall receive a detailed Traffic Control/Detour Plan two (2) weeks prior to the expected date the detour is to begin. Written approval by Traffic Engineering will be required prior to implementing any detour. After approval, public notification in the form of press releases regarding the detour will be handled by Augusta's Traffic Engineering Department.
2. Lane Closures- Approval for all lane closures shall be obtained from the City Engineer. Lane closure requests shall be received by the City Engineer a minimum of forty-eight (48) hours in advance of the expected date and time of the lane closure. Any required public notification in the form of press releases would be determined and handled by Augusta Engineering Department. In emergency or routine maintenance situations requiring short durations, as defined in the MUTCD, a notification will not be necessary. However, whenever practical, Augusta Engineering Department should be notified.

B. Work Commencement Notification- Prior to commencing field work, the permit shall be reviewed in the field. The Utility shall contact Augusta Engineering Department (AED) Right of Way Management Section Supervisor or Inspector at least 24 hours before starting any work and schedule field meeting. Such contact shall be made during Augusta, GA normal work hours (8:30am to 5:00pm excluding Augusta, Georgia Holidays). Please be advised scheduled appointment will be made according to the AED inspector schedule. AED may waive this field visit requirement on case by case basis.

C. Work Inspection Notification- Augusta Engineering Department shall be notified at least twenty-four (24) hours prior to the beginning of any permitted activity. A minimum of one (1) hour advance notice during regular working hours (8:30a.m. to 5 p.m., Monday- Friday, excluding Augusta, Georgia Holidays) shall be given by the applicant prior to beginning any backfill operation or any concrete or asphalt placement in any City roadway or in conjunction with any activity that by improperly backfilling could cause a public safety hazard or create a maintenance problem. Any backfill accomplished

without this minimum one (1) hour advance notice shall be removed in its entirety. The applicant must obtain permission from the City Engineer before placing concrete or asphalt. This notification process does not prohibit the applicant from backfilling or placing asphalt or concrete if the City Engineer has been properly notified and is not on site within one hour.

- D. Intermittent Notification Requirements -Anytime that the permitted work is to be suspended for more than three (3) working days, the applicant shall contact Augusta Engineering Department a minimum of one (1) working day prior to the suspension. The applicant shall contact Augusta Engineering Department a minimum of twenty-four (24) hours prior to beginning any roadway jack and/or bore activities. This includes excavating the jack or bore pit.

- E. Completion of Work- The applicant shall notify Augusta Engineering Department as soon as practical after completion of permitted work, which shall be no more than one (1) working day. Augusta Engineering Department shall have up to three (3) working days after notification of completion to inspect the completed work. Upon acceptance of impacted ROW restoration work, the warranty period will commence no ensure no defects arise over time at or around restored ROW section.

- F. Outside of Normal Working Hours- The cost of inspection by the City of Augusta, Georgia before or after regular working hours, on Saturdays, Sundays, or Augusta, Georgia Legal Holidays, shall be paid for by the applicant requiring the inspection at a rate of 1-1/2 times the regular salary per hour of the inspector plus 7.65% for the employer's FICA/Medicare match. Approval for the inspection outside of normal working hours shall be obtained from the City Engineer forty-eight (48) hours in advance. Prior to the commencement of work requiring inspection outside of normal working hours, the applicant shall sign a form which is furnished by Augusta Engineering Department agreeing to pay the overtime. Augusta Engineering Department will bill the Contractor for payment.

- G. Damage to Property of Others - Any damage to City rights of way, existing utilities, existing storm drainage systems, private property, etc. which occurs while working on an active project shall be reported to Augusta Engineering Department immediately. The applicant is responsible for the repair of any such damage.

- H. Traffic Engineering Notification- Any permitted work within 500 feet of a traffic signal or 100 feet of any ground-mounted street light shall require the applicant to get a proper locate ticket from Augusta Traffic Engineering by contacting Georgia 811 system or (706) 821-1841 for a locate.
- I. Notification of Property Owners- Prior to commencement of construction activities or equipment mobilization, Property owners or residents in vicinity of work zone shall be notified of all work that is being done in the ROW. All property owners should be given the Information of the Utility Company the work is being done for, the contact information for the Project Manager over the permitted work, and expected timeframe for which the work should be completed.

VI. Construction

- A. Traffic Control- When any provisions of this section of this article do not meet the minimum requirements of the Manual of Uniform Traffic Control Devices (MUTCD), Current Edition, or the Georgia Department of Transportation Standard Specifications and Supplemental Specifications "Section 150- Traffic Control", the MUTCD shall control.

All work within Public rights of way requires traffic control measures. Rights of way includes but is not limited to all streets, roads, alleys, lanes, other public thoroughfares, shoulders, easements, etc. No work shall begin within City rights of way until the appropriate traffic control devices have been placed in accordance with the minimum requirements. Alterations to traffic flow shall not commence unless all notification requirements are met and all labor, materials, and equipment necessary to make the alterations are available on the site.

There shall be one designated Contractor's representative capable of, and charged with, the responsibility for traffic control on the site. This individual's traffic control responsibilities shall have priority over all other assigned duties and responsibilities.

This individual shall have a copy of "Part VI. Temporary Traffic Control" of the MUTCD on the job site at all times. Copies may be obtained at no cost online:

<https://mutcd.fhwa.dot.gov/pdfs/2009/part6.pdf>

When flaggers are required, the flaggers shall be state certified, and the flaggers must have the State Certification Card on site at all times. Failure to produce the State Certification Card will result in an immediate stop work order until a state certified flagger with an up-to-date State Certification Card can be designated to replace the uncertified flagger.

- B. Verification of Field Conditions - It is the Utility Company's representative or the applicant's responsibility for locating and maintaining any existing utilities, and any cost associated with the relocation of existing utilities shall be at the expense of the Utility Company and/or the applicant. It is the applicant's responsibility to verify the limits of right of way, the location of existing utilities, location of existing storm drainage systems, and Video Camera of adjacent Storm Drainage system prior to commencing work. All existing utilities will be visually spotted to determine the depth of the utility.

- C. Road Cuts - All road cut excavations shall conform to the Augusta Utility Road Cut Detail. This detail supersedes the Georgia Department of Transportation Standard 1401- "Pavement Patching Detail".
 - 1. Backfill - All backfill shall be compacted in lifts no more than eight (8) inches, loose measure, and spread and compacted uniformly. Small mechanical compactors shall be used in areas such as along sides of pipes and around manholes. In all cases the backfill shall be compacted to 95% of the maximum laboratory dry density per modified proctor to within the top twelve (12) inches of the subgrade. The top twelve (12) inches of the backfill shall be compacted to at least 100% of the maximum laboratory dry density per modified proctor. Site Specific condition may warrant alternate depth and compaction requirements. Large horizontal trench excavation greater than five (5) feet shall be submitted to and Proof Roll using a loaded tandem dump truck. The top of subgrade is that elevation located immediately beneath all base and paving materials. The maximum laboratory dry density shall be determined from the Modified Proctor Test. A mechanical compactor and qualified operator shall be on site prior to beginning any excavations. The mechanical compactor shall remain on site at all times during the backfilling operation. Backfilling with sand, using jetting and/or flooding to achieve compaction must be approved by the City Engineer.

2. Base Reconstruction - This includes the reconstruction of the utility trench to an elevation two (2) inches below the existing finish grade of the roadway. After the approved completion of base reconstruction, the asphalt patch shall be placed per #3 below.
 - a) Concrete Cap - An eight (8) inch thick Portland Cement Concrete, Class "A" or better, concrete cap, shall be placed twelve (12) inches wider, each side, than the excavated trench/ditch to an elevation two (2) inches below the existing finish grade of the roadway. All edges shall be squared. All concrete shall be protected for twenty-four (24) hours after placement and no asphalt shall be placed during this period. If high early strength concrete is used, asphalt patching within the twenty- four (24) hour period will be considered based on early break cylinders obtaining a compressive strength of 3000 PSI. All costs associated with verifying compressive strength shall be borne by the applicant.
 - b) G.A.B. and Binder - This base reconstruction method may be allowed at the discretion of the City Engineer, and it will be assessed on a case by case basis. The minimum requirements shall be a roadway cut of at least six (6) feet in width and procedures available to utilize compaction equipment to adequately construct the subbase and base. The subbase material is to be prepared to an elevation of fourteen (14) inches below the existing finish grade of the roadway. Eight (8) inches of G.A.B. after compaction is to be placed to an elevation six (6) inches below the existing finish grade of the roadway. Four (4) inches of 25 mm or 19 . 5 mm Base/ Binder after compaction is to be placed to an elevation two (2) inches below the existing finish grade of the roadway and milling and maybe required.
3. Asphalt Patch- All edges of the existing asphalt shall be sawed vertically to provide a clean, neat surface. Prior to placing the asphalt patch, the edges of the existing asphalt which shall be tacked in accordance with the Georgia Department of Transportation Standard Specifications, Current Edition, and "Section 413 - Bituminous Tack Coat". The minimum thickness of the 12.5mm or 9.5 mm asphalt shall be two (2) inches after compaction. Unless otherwise directed by the City Engineer, a mechanical spreader shall be used to place the asphalt for a permanent patch. After placement of the asphalt and after proper rolling, the final grade of the asphalt patch shall match the existing

grade of the surrounding pavement (Asphalt milling maybe required). Hot Mix Asphaltic Concrete is required for permanent patches per Georgia Department of Transportation Standard Specifications, Current Edition, and "Section 400 - Hot Mix Asphaltic Concrete Construction". Cold Mix Asphaltic Concrete will be allowed for temporary patches per Georgia Department of Transportation Standard Specifications, Current Edition, "Section 401 - Cold Mix for Patching" at the discretion of the City Engineer.

4. Asphalt Overlay/Inlay- All utility road cuts require an asphalt overlay. The minimum width shall be one full lane width. The minimum length is fifty feet which is a minimum twenty-five (25) feet on each side of the center of the utility cut. In certain unique circumstances the City Engineer may decrease the minimum fifty (50) feet length. The minimum thickness of the 12.5mm or 9.5mm overlay shall be one and one half (1-1/2) inches after compaction. Overlay for diagonal and longitudinal cuts shall begin and end a minimum of ten (10) feet beyond the cut extremities. Asphalt milling maybe required to provide a smooth Transition. Refer to the applicable "Asphalt Overlay Detail". All asphaltic concrete shall be in accordance with Georgia Department of Transportation Standard Specifications, Current Edition, and "Section 400 - Hot Mix Asphaltic Concrete Construction
5. Concrete Repairs – Any concrete that has been altered or broken during the construction process must be repaired. All concrete repairs will be replaced permeant joint to permeant joint. If there is an unsatisfactory repair in the piece of concrete that is affected the entire piece still must be removed and replaced.

D. Trenchless Construction / Directional Boring- No pavement will be cut for utility installation or repair unless authorized by the City Engineer.

1. No jacks or bores are to be made in or near roadways using any type of directional boring equipment or methods unless the contractor and the method have been approved by the City Engineer.
2. Jacks or bores under the roadways where the diameter of the bore is greater than two (2) inches in diameter than the utility being installed will require casings or

conduits. The outside diameter of the casings or conduits shall be no more than two (2) inches smaller than the diameter of the borehole. Casing material requires the approval of the City Engineer.

3. Any bore crossing sanitary sewer main or storm water utility shall be videoed before and after to ensure the utility was not damaged during construction.
4. Road jacks or bores shall have a minimum cover of forty-eight (48) inches. Road jack and/or bore details and locations shall be shown on the plans that are submitted with the permit request.
5. Jack or bore entrance and exit pits and set backs are to be a minimum of three (3) feet from the edge of road or the back of curb. Distance will increase with depth.
6. All contaminated water shall be contained on site during construction and then removed from the site after the utility installation. Some type of vacuum system or other type of cleanup system is to be used when the directional bore method is utilized. There shall be no discharge of any contaminated water from the jack or bore operation into the municipal separate storm water system per Augusta, GA Code Article 5, Chapter One (Stormwater Management).
7. Installation of any utility must maintain adequate separation from adjacent other utilities for its and other utilities maintenance work. No installation above or under existing utility running parallel to the existing utility to grade level.
8. The installation shall include a locatable conduit system, with identification markers on each public right-of-way line.
9. The Utility shall continuously monitor the location and alignment of the pilot drill progress to insure compliance with proposed installation alignment and to verify depth of the bore. Monitoring shall be accomplished by computer generated bore logs which map the bore path based on information provided by the locating tracking system. Readings or plots shall be obtained on every drill rod, and shall be provided to the AED project assigned inspector on a daily basis

10. As-Built – Certified As-Built is required by the City Engineer, and it shall be received within two (2) weeks after substantial completion of the utility installation. If required, it will be noted in the "Special Requirements" section of the "Permit and Application for Rights of Way Encroachment." Upon completion of the bore applicant will furnish an as-built drawing along with a report of the Monitoring of the drilling fluids during the pilot hole and back reamed hole.
- E. Poles/ Structures Protection – New pole installation shall include the proposed location and bury depth. Permit application for any installation which will involve construction activity within 10feet Of structures or wall shall be submitted to the AED right-of-way Management Section Supervisor for review and recommendation. If recommended, the permit must have the approval of AED Assistant Director Engineering or designee. After pole installation contractor shall field verify and provide AED the final GA Coordinates.
- F. Blasting- Requests to use explosives within the Right-of-Way shall be submitted to the City Engineer in writing. The City Engineer may require Pre-Blast Surveys and Seismographic Monitoring. A blast plan per The Georgia Blasting Standards Act shall accompany the request. The approval to use explosives will be determined by the City Engineer. However, approval to use explosives does not relieve the applicant from all liability associated with the use of explosives. The use of explosives shall comply with the “ Georgia Blasting Standards Act¹¹ current edition and Georgia Department of Transportation Specification Section 107.12 Use of Explosives.
- G. Stream Crossing – All utility installations requiring stream crossings shall be properly permitted by The Georgia Department of Natural Resources-Environmental Protection Division and the United States Army Corps of Engineers. All undisturbed buffer zones of States Waters and Wetland Encroachments shall be identified, and compliance shall be the responsibility of the applicant. All applications requesting a stream crossing shall be accompanied with a plan that identifies wetlands, the 100-year Flood Plain and the 25-foot Undisturbed Buffer Zone. Open cutting within streams will be assessed on a case-by-case basis.

When the directional bore method is utilized, as a minimum the following shall apply:

1. All equipment, materials, etc. shall be located outside the limits of the 100-year Flood Plain at the conclusion of each working day.

2. The entrance and exit bore pits shall be located outside the 25-foot undisturbed buffer zone. This zone is defined in Augusta Municipal Code- Title 7, Article 5 Soil Erosion and Sediment Control, Section 7-3-34 (b) (15).
 3. The depth of the top of the utility shall be a minimum of five (5) feet below the streambed for the entire width of the channel. The streambed can be determined by probing any deposited material until refusal with a hand probe.
- H. Utility Corridors - All utilities including water and sewer shall install their respective utility facility, not within the 5' easement outside of Right of Way reserved for the City of Augusta, and in accordance with the following guidelines:
1. Whenever possible, water mains shall be installed on the North or East Side, and gas mains shall be installed on the opposite side from the water mains.
 2. In subdivisions where a ditch section is utilized, a coordination meeting may be necessary to clarify the utility corridor.
 3. A tolerance of six (6) inches horizontally from either side will be readily accepted. This tolerance will only apply to movement in the City of Augusta Right of Way. This tolerance will not be given if the 5' Utility Easement reserved of the City of Augusta is encroached upon. However, the vertical tolerance will only allow the utility to be installed deeper than the above-designated depth. The depth is measured to the top of the facility.
 4. If a utility has to encroach on any other utility, a coordination meeting with the involved utility companies and the City Engineer is required.
 5. References can be made to the respective "Utility Corridor Detail".
 6. 50 feet Utility Corridor- The width of the utility corridor is 9'-6" from the back of curb or the edge of pavement to the back of Right of Way.

The following depths and distances from the back of curb or edge of pavement shall be adhered to:

<u>Utility</u>	<u>Depth</u>	<u>Distance</u>
CATV	1' – 6"	2' – 6"
GAS	3' – 0"	4' – 4" (Opposite side of Water)
PHONE	2' – 0"	6' – 2"
POWER	3' – 0"	8' – 0"
WATER	4' – 0"	4' – 4" (Opposite side of Gas)

7. 60 feet Utility Corridor- The width of the utility corridor is 14'-6" from the back of curb or the edge of pavement to the back of the right of the Right of Way.

The following depths and distances from the back of curb or edge of pavement shall be adhered to:

<u>Utility</u>	<u>Depth</u>	<u>Distance</u>
SHOULDER	N/A	2' – 0"
SIDEWALK (If Required)	N/A	5' – 0"
CATV	1' – 6"	8' – 0"
GAS	3' – 0"	10' – 0" (Opposite side of Water)
PHONE	2' – 0"	12' – 0"
POWER	3' – 0"	13' – 0"
WATER	4' – 0"	4' – 0" (Opposite side of Gas)

8. 80 feet Utility Corridor- The width of the utility corridor is 28' from the back of curb or the edge of pavement to the back of the Right of Way.

The following depths and distances from the back of curb or edge of pavement shall be adhered to:

<u>Utility</u>	<u>Depth</u>	<u>Distance</u>
SHOULDER		6' – 0"
CATV	1' – 6"	17' – 6"
GAS	3' – 0"	20' – 6" (Opposite side of Water)
PHONE	2' – 0"	23' – 6"
POWER	3' – 0"	26' – 6"
WATER	4' – 0"	17' – 6" (Opposite side of Gas)

I. General Information

1. At no time shall material be placed in curb or gutter lines. Material may be placed on roadways only when an approved lane closure is in place, and the material shall be removed in its entirety at the end of the working day and prior to removing the lane closure. This includes, but is not limited to, excavated soil or construction materials.
2. Every effort to prevent damage to asphalt, concrete or soil surfaces by equipment outriggers, buckets, tracks, tires, etc. and/or associated equipment fluids such as diesel fuel or hydraulic fluid shall be made at all times. The repair of this damage is the responsibility of the applicant.
3. The maximum length of an open trench is 150 linear feet unless approved by the City Engineer. All pits, trenches or cuts that when left un-backfilled create a safety hazard shall be backfilled daily. Temporary backfilling procedures for safety reasons will be considered at the discretion of the City Engineer. Steel plating of roadway trenches will be considered at the discretion of the City Engineer.
4. The Utility Protection Center (UPC) Georgia State Dig Law, commonly referred to as the "Georgia One Call System" shall be adhered to at all times.
5. 5. Grassing, mulching and the implementation of Best Management Practices (BMP's) for the control of erosion and sediment shall be done in accordance with the "Manual for Soil Erosion and Sedimentation Control in Georgia", Current Edition.
6. Utility installation within longitudinal drainage ditch lines shall not be allowed unless approved by the City Engineer. If approved, a minimum cover of forty- eight (48) inches below the lowest point of the drainage ditch line will be required. Sanitary sewer line depths will be dictated by design requirements.
7. In wet areas where excavations for utility installations are conducted, Type II Foundation Backfill Material (#57 Stone) will be required as directed by the City Engineer.

8. All backfill in trench construction shall be compacted in lifts no more eight (8) inches, loose measured, spread and compacted uniformly. The backfill shall be compacted to 95% of the Maximum Laboratory Dry Density of the existing soil. The Maximum Laboratory Dry Density shall be determined from the Modified Proctor Test. Compaction efforts shall be conducted by mechanical means. A mechanical compactor and qualified operator shall be on site prior to beginning any excavations. The mechanical compactor shall remain on site at all times during the backfilling operation.
9. All trenches and backfilled material shall be left in a condition such that surface runoff water will adequately drain and not collect.
10. Plowing to install utilities will be allowed but must be approved by the City Engineer.
11. Whenever applicable and possible, joint trenches to install utilities are recommended.
12. A representative from any utility company within an approved subdivision shall be at the designated preconstruction conference.

VII. VII. Warranty

The Utility Company and/or applicant shall agree to warranty period, which commences at the acceptance of the permitted work. Warranty runs with life of the Facility. During the warranty period the Utility Company and/or applicant is responsible for correcting any deficiencies, which are related to soil erosion control, backfill settlement, structure and mechanical failures, etc. Upon notification of a deficiency requiring correction, the Utility Company and/or applicant shall have three (3) calendar days to correct the deficiency unless approved by the City Engineer. Any deficiency creating a public safety hazard shall be corrected immediately.

In the event that the Utility Company and/or applicant fails to repair the deficiency in the designated time frame, the Utility Company and/or applicant shall agree to be responsible to the City of Augusta, Georgia for payment in full of the costs associated with repairing the deficiency. This may include, but is not limited to, the forfeiture of any previously approved financial securities and denial of permits.

VIII. Failure to Complete Work

In the event the Utility Company and/or applicant fails to complete the permitted work in a satisfactory manner, the Utility Company and/or applicant shall agree to be responsible to the City of Augusta, Georgia for payment "in the amount of twice" the costs associated with completing or repairing the deficiency. This can include, but is not limited to, the forfeiture of any previously approved financial securities and denial of permits.

IX. Emergency Permits

Emergency permits may be obtained from the City Engineer by telephone and must be submitted via online application within twenty-four (24) hours, or the next working day, by the Utility Company and/or applicant. All requirements contained herein shall apply to emergency permits as deemed feasible by the City Engineer.

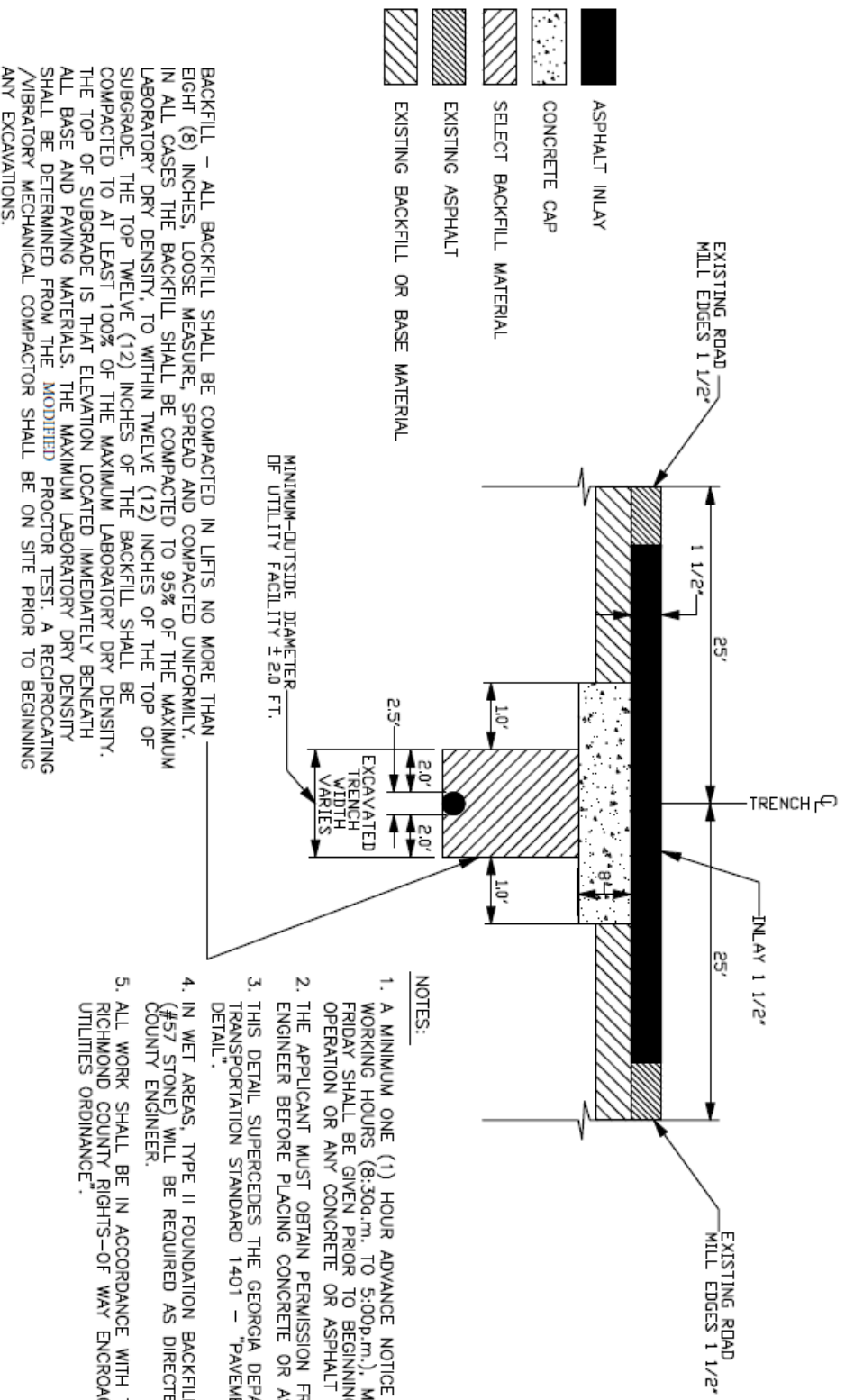
X. Article Update

These guidelines are to be reviewed and updated if necessary, on a yearly basis by the Augusta Engineering Department.

XI. Appendix.

- A. Utility Road Cut Details
- B. Utility Corridor Details
- C. Asphalt Overlay Detail
- D. Aesthetic Standards

Utility Road Cut Details

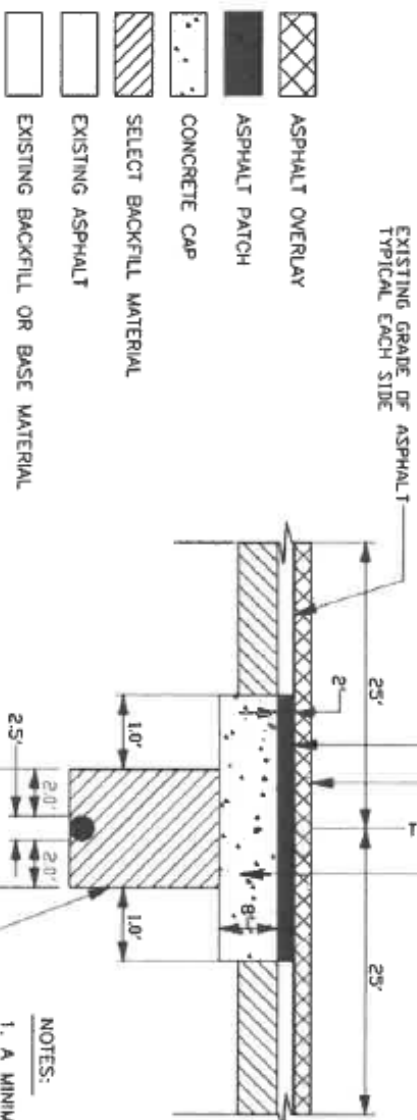


UTILITY ROAD CUT DETAIL (INLAY)

NOT TO SCALE

ASPHALT OVERLAY - ALL UTILITY ROAD CUTS WILL REQUIRE AN ASPHALT OVERLAY TYPE "F". THE MINIMUM WIDTH SHALL BE ONE (1) LANE WIDTH AND THE MINIMUM LENGTH SHALL BE FIFTY (50) FEET WHICH IS A MINIMUM, TWENTY FIVE (25) FEET ON EACH SIDE OF THE CENTER OF THE UTILITY CUT. THE MINIMUM DEPTH OF THE ASPHALT OVERLAY SHALL BE ONE (1-1/2) INCH AFTER COMPACTION.

ASPHALT PATCH - ALL EDGES OF THE EXISTING ASPHALT SHALL BE SAWED VERTICALLY TO PROVIDE A CLEAN, NEAT SURFACE AND TACKED. THE MINIMUM DEPTH OF THE ASPHALT PATCH SHALL BE (2) INCHES AFTER COMPACTION. THE FINISH GRADE OF THE ASPHALT AFTER PROPER ROLLING.



CONCRETE CAP - AN EIGHT (8) INCH THICK PORTLAND CEMENT CONCRETE, CLASS "A" OR BETTER, CONCRETE CAP, SHALL BE PLACED TWELVE (12) INCHES WIDER, EACH SIDE, THAN THE EXCAVATED TRENCH/DITCH. ALL EDGES SHALL BE SQUARED. ALL CONCRETE SHALL BE PROTECTED FOR TWENTY FOUR (24) HOURS AFTER PLACEMENT AND NO ASPHALT SHALL BE PLACED DURING THIS PERIOD. IF HIGH EARLY STRENGTH CONCRETE IS USED, ASPHALT PATCHING WITHIN THE TWENTY FOUR (24) HOUR PERIOD WILL BE CONSIDERED BASED ON EARLY BREAK CYLINDERS OBTAINING A COMPRESSIVE STRENGTH OF 300 PSI. ALL COSTS ASSOCIATED WITH VERIFYING COMPRESSIVE STRENGTH SHALL BE BORNE BY THE APPLICANT.

BACKFILL - ALL BACKFILL SHALL BE COMPACTED IN LIFTS NO MORE THAN EIGHT (8) INCHES, LOOSE MEASURE, SPREAD AND COMPACTED UNIFORMLY. IN ALL CASES THE BACKFILL SHALL BE COMPACTED TO 95% OF THE MAXIMUM LABORATORY DRY DENSITY, TO WITHIN TWELVE (12) INCHES OF THE TOP OF SUBGRADE. THE TOP TWELVE (12) INCHES OF THE BACKFILL SHALL BE COMPACTED TO AT LEAST 100% OF THE MAXIMUM LABORATORY DRY DENSITY. THE TOP OF SUBGRADE IS THAT ELEVATION LOCATED IMMEDIATELY BENEATH ALL BASE AND PAVING MATERIALS. THE MAXIMUM LABORATORY DRY DENSITY SHALL BE DETERMINED FROM THE MODIFIED PROCTOR TEST. A RECOMPACTING /VIBRATORY MECHANICAL COMPACTOR SHALL BE ON SITE PRIOR TO BEGINNING ANY EXAVATIONS.

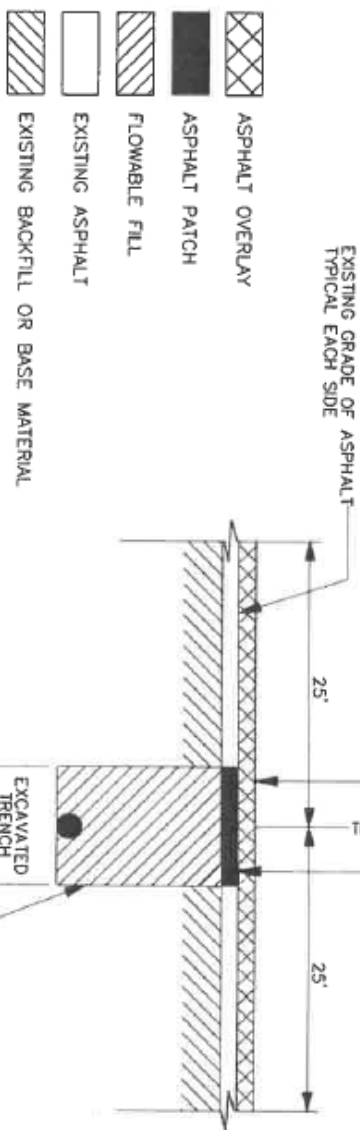
- NOTES:
1. A MINIMUM ONE (1) HOUR ADVANCE NOTICE DURING REGULAR WORKING HOURS (8:30a.m. TO 5:00p.m.), MONDAY THRU FRIDAY SHALL BE GIVEN PRIOR TO BEGINNING ANY BACKFILL OPERATION OR ANY CONCRETE OR ASPHALT PAVEMENT.
 2. THE APPLICANT MUST OBTAIN PERMISSION FROM THE COUNTY ENGINEER BEFORE PLACING CONCRETE OR ASPHALT.
 3. THIS DETAIL SUPERCEDES THE GEORGIA DEPARTMENT OF TRANSPORTATION STANDARD 1401 - "PAVEMENT PATCHING DETAIL".
 4. IN WET AREAS, TYPE II FOUNDATION BACKFILL MATERIAL (#57 STONE) WILL BE REQUIRED AS DIRECTED BY THE COUNTY ENGINEER.
 5. ALL WORK SHALL BE IN ACCORDANCE WITH THE "AUGUSTA-RICHMOND COUNTY RIGHTS-OF WAY ENCROACHMENT FOR UTILITIES ORDINANCE".

UTILITY ROAD CUT DETAIL

NOT TO SCALE

ASPHALT OVERLAY-ALL UTILITY ROAD CUTS WILL REQUIRE AN ASPHALT OVERLAY. THE MINIMUM WIDTH SHALL BE ONE (1) LANE WIDTH AND THE MINIMUM LENGTH SHALL BE FIFTY (50) FEET WHICH IS A MINIMUM, TWENTY FIVE (25) FEET ON EACH SIDE OF THE CENTER OF THE UTILITY CUT. THE MINIMUM DEPTH OF THE ASPHALT OVERLAY SHALL BE ONE (1-1/2) INCH AFTER COMPACTION.

ASPHALT PATCH-ALL EDGES OF THE EXISTING ASPHALT SHALL BE SAWED VERTICALLY TO PROVIDE A CLEAN, NEAT SURFACE AND TACKED. THE MINIMUM DEPTH OF THE ASPHALT PATCH SHALL BE TWO (2) INCHES AFTER COMPACTION. THE FINISH GRADE OF THE ASPHALT PATCH SHALL MATCH THE EXISTING GRADE OF THE SURROUNDING ASPHALT AFTER PROPER ROLLING.



FLOWABLE FILL-SHALL BE A MAXIMUM OF 80 TO 150 PSI. FLOWABLE FILL IS TO BE POURED TO WITHIN 2" OF THE SURFACE. AFTER THE FLOWABLE FILL HAS SETUP AND HAS DRIED, THE TWO INCH ASPHALT CAP IS TO BE PLACED ON TOP OF THE FLOWABLE FILL.

MINIMUM-OUTSIDE DIAMETER OF UTILITY FACILITY +/- 2.0 FT.

EXCAVATED TRENCH WIDTH VARIES

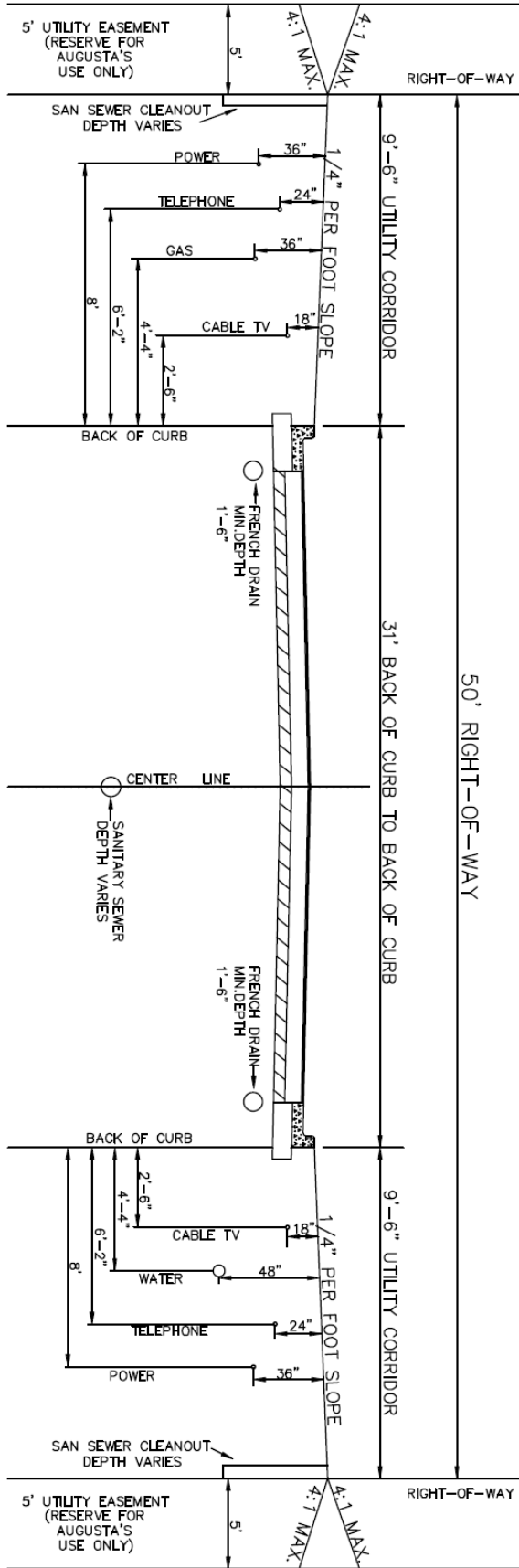
NOTES:

1. A MINIMUM ONE (1) HOUR ADVANCE NOTICE DURING REGULAR WORKING HOURS (8:30a.m. TO 5:00p.m.), MONDAY THRU FRIDAY SHALL BE GIVEN PRIOR TO BEGINNING ANY FLOWABLE FILL OPERATION.
2. THE APPLICANT MUST OBTAIN PERMISSION FROM THE COUNTY ENGINEER BEFORE PLACING FLOWABLE FILL OR ASPHALT.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE "AUGUSTA-RICHMOND COUNTY RIGHTS-OF-WAY ENCROACHMENT FOR UTILITIES ORDINANCE".

AUGUSTA-RICHMOND COUNTY ENGINEERING DEPARTMENT
UTILITY FLOWABLE FILL DETAIL

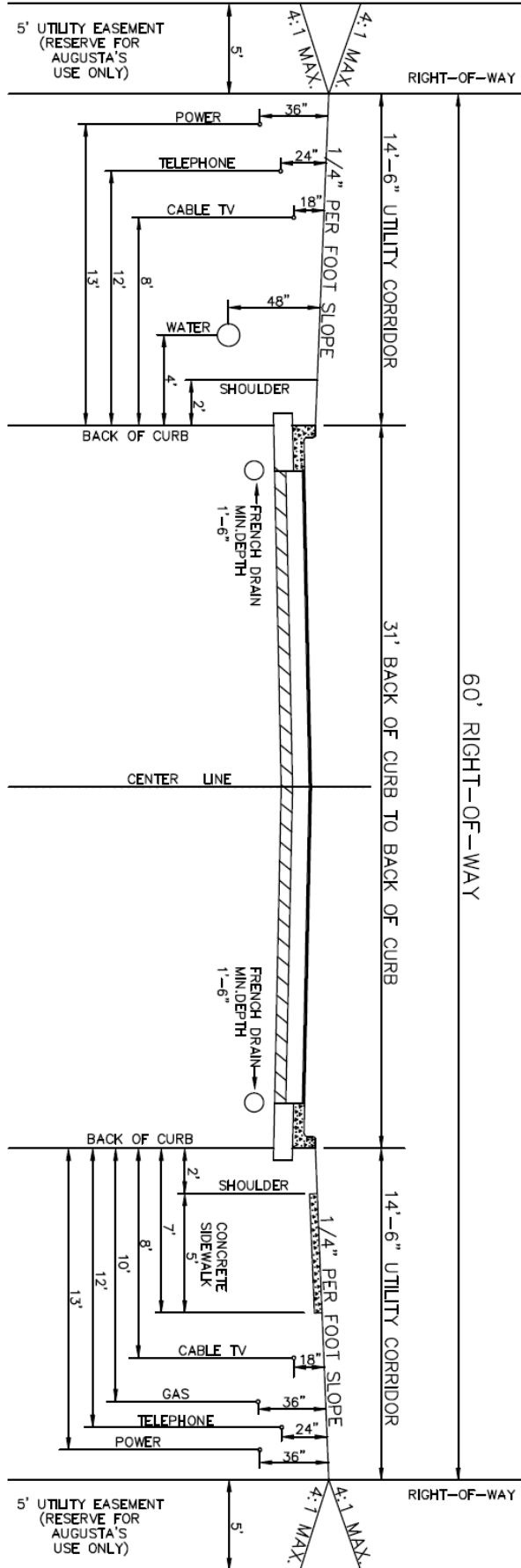
NOT TO SCALE

Utility Corridor Details



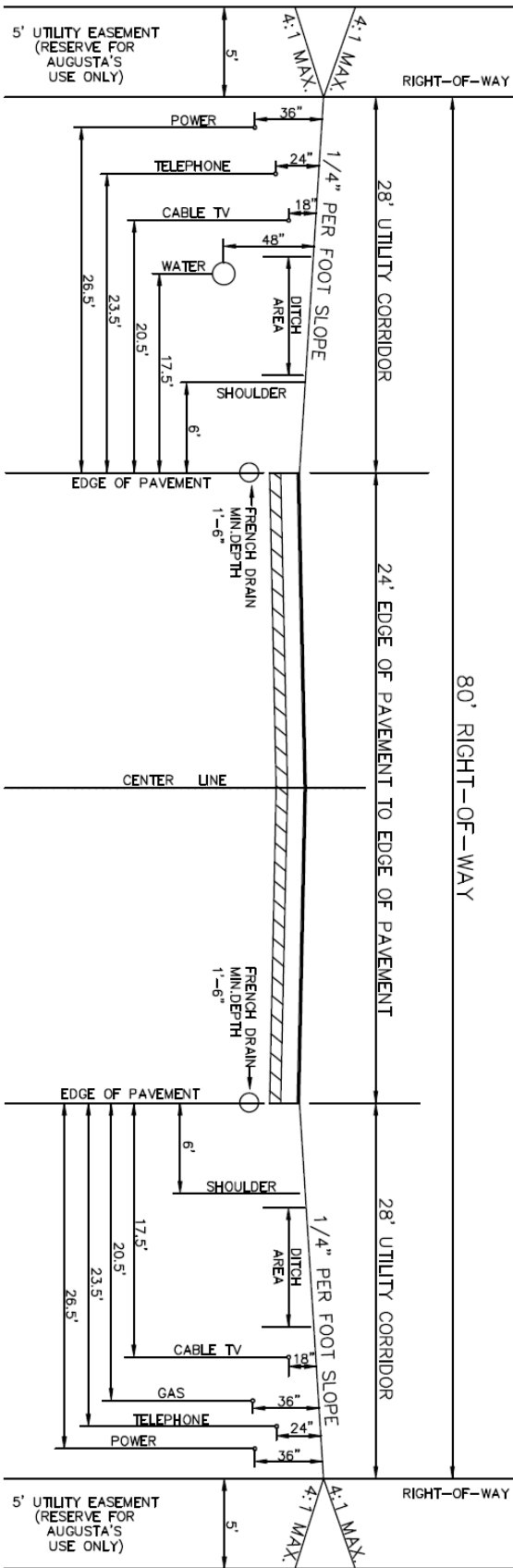
50-FOOT UTILITY CORRIDOR DETAIL

NOT TO SCALE



60-FOOT UTILITY CORRIDOR DETAIL

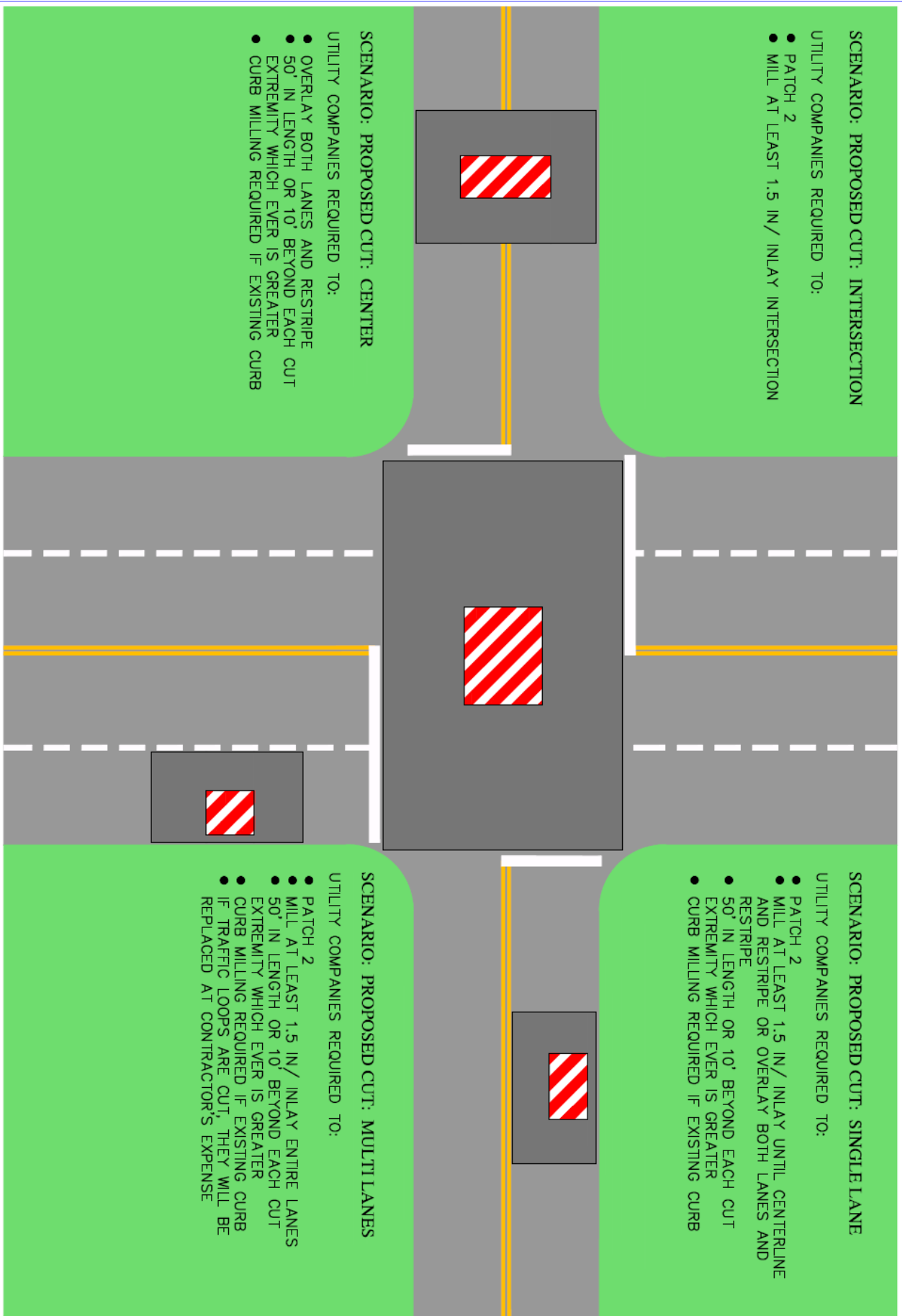
NOT TO SCALE



80-FOOT UTILITY CORRIDOR DETAIL

NOT TO SCALE

Asphalt Overlay Detail



SCENARIO: PROPOSED CUT: INTERSECTION

UTILITY COMPANIES REQUIRED TO:

- PATCH 2
- MILL AT LEAST 1.5 IN/ INLAY INTERSECTION

SCENARIO: PROPOSED CUT: SINGLE LANE

UTILITY COMPANIES REQUIRED TO:

- PATCH 2
- MILL AT LEAST 1.5 IN/ INLAY UNTIL CENTERLINE AND RESTRIPE OR OVERLAY BOTH LANES AND RESTRIPE
- 50' IN LENGTH OR 10' BEYOND EACH CUT EXTREMITY WHICH EVER IS GREATER
- CURB MILLING REQUIRED IF EXISTING CURB

SCENARIO: PROPOSED CUT: CENTER

UTILITY COMPANIES REQUIRED TO:

- OVERLAY BOTH LANES AND RESTRIPE
- 50' IN LENGTH OR 10' BEYOND EACH CUT EXTREMITY WHICH EVER IS GREATER
- CURB MILLING REQUIRED IF EXISTING CURB

SCENARIO: PROPOSED CUT: MULTILANES

UTILITY COMPANIES REQUIRED TO:

- PATCH 2
- MILL AT LEAST 1.5 IN/ INLAY ENTIRE LANES
- 50' IN LENGTH OR 10' BEYOND EACH CUT EXTREMITY WHICH EVER IS GREATER
- CURB MILLING REQUIRED IF EXISTING CURB
- IF TRAFFIC LOOPS ARE CUT, THEY WILL BE REPLACED AT CONTRACTOR'S EXPENSE

UTILITY PATCH DETAIL (INLAY)

NOT TO SCALE

Aesthetic Standards

APPLICATION AND PERMIT
Right-of-Way Usage
ENGINEERING DEPARTMENT

AESTHETIC STANDARDS

Section 1.1 Authority and Scope.

(a) O.C.G.A. § [32-4-92(a)(10) / 32-4-42(6)] authorizes the Augusta, GA (City) to establish reasonable regulations for the installation, construction, maintenance, renewal, removal, and relocation of pipes, mains, conduits, cables, wires, poles, towers, traffic and other signals, and other equipment, facilities, or appliances in, on, along, over, or under the public roads of the City. Further, 47 U.S.C. § 253(c) provides that the City has authority to manage its public rights of way.

(b) The City finds it is in the best interest of the City and its residents and businesses to establish aesthetic requirements and other specifications and reasonable conditions regarding placement of facilities in the public rights of way. These requirements, specifications and conditions are adopted in order to protect the public health, safety and welfare of the residents and businesses of the City and to reasonably manage and protect the public rights of way and its uses in the City.

(c) The objective of this Article is to ensure use of the public rights of way: (i) is consistent with the design, appearance and other features of nearby land uses; (ii) protects the integrity of historic, cultural and scenic resources; and (iii) does not harm residents' quality of life.

(d) This Article applies to all requests to locate facilities in the public rights of way and ongoing use of the public rights of way for such facilities. This Article is established pursuant to City Charter and applicable law. This Article is administered by the City Engineering Department (AED).

(e) Placement or modification of facilities in the public right of way shall comply with this Article at the time the permit for installation or modification is approved and as amended from time to time. Permittees are required to comply with City Codes and applicable law and regulations.

Section 1.2 Definitions. Unless otherwise defined in Section 1.3, terms used in this Article shall have the meanings given them in O.C.G.A. § 36-66C-2.

Section 1.3 Cross References. Definitions in this Article include references and citations to applicable federal and state laws. In the event that any referenced section is amended, the definition in the referenced section, as amended, shall control.

Section 1.4 Facilities Standards.

(a) Facilities must be compatible in size, mass, and color to similar facilities in the same zoning area, with a goal of minimizing the physical and visual impact on the area.

APPLICATION AND PERMIT

Right-of-Way Usage ENGINEERING DEPARTMENT

(b) Facilities in the residential / historical / architecturally significant areas shall be visually and architecturally integrated with the residential / historical / architecturally significant areas and shall not interfere with prominent vistas or significant public view corridors.

(c) Facilities must be located in alignment with existing trees and/or facilities.

(d) Facilities must maintain the integrity and character of the neighborhoods and corridors in which the facilities are located.

Section 1.5 Undergrounding. Except as provided in Section 9.1(a) and Section 9.1(b), facilities shall be installed underground in the City DOWNTOWN FIRE DISTRICT so long as placement underground will not materially impact the provision of service. Any individual requesting to locate facilities above ground in the City DOWNTOWN FIRE DISTRICT] has the burden to demonstrate by clear and convincing evidence that undergrounding will effectively prohibit the provision of the service in question.

(a) Light poles and small wireless facilities collocated thereon may be located above ground in areas of the City where facilities are primarily located underground.

(b) The City may: (i) allow collocated small wireless facilities placed aboveground prior to the effective date of this Ordinance and subject to any applicable pole attachment agreement to remain above ground; or (ii) allow the wireless provider to replace the pole associated with previously collocated small wireless facilities at the same location or propose an alternate location within 50 feet of the prior location, which the wireless provider shall use unless such alternate location imposes technical limits or significant additional costs.

Section 1.6 Historic District. Facilities installed in the historic district of the City shall conform to the provisions of the Augusta, GA Historic Preservation Ordinance.

Section 1.7 Camouflaging. Facilities must be designed using camouflaging techniques that make them as unobtrusive as possible if:

(a) It is not possible or desirable to match the design and color of facilities with the similar facilities in the same zoning area, as required under Section 9.1(a); or

(b) Existing facilities in the area are out of character with a streetscape plan or other aesthetic plan that has been adopted by the City.

Section 1.8 Concealment. Facilities shall incorporate specific concealment elements to minimize visual impacts.

APPLICATION AND PERMIT
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Section 1.9 Preferred Locations.

(a) Unless otherwise provided by applicable law, facilities shall, to the extent that is it reasonable, be placed in the following areas of the City: (i) [Industrial]; (ii) [2nd Commercial]; (iii) [3rd Residential]. These areas are identified in terms of priority, meaning Industrial is the most preferred location, followed by Commercial, etc.

(b) Facilities may be located outside areas identified in Section 9.1(a) if: (i) facilities must be placed outside of the areas identified in Section 9.1(a) in order to maintain existing services, improve services, or new service can only be provided if facilities are placed in areas located outside of those identified in Section 9.1(a); or (ii) the proposed facilities will meet all applicable requirements for the non-preferred location and will complement the character of the zoning area.

Section 1.10 Installation and Modification Standards. Installation of new facilities in, on, along, over, or under the public rights of way or modification of existing facilities in, on, along, over, or under the public rights of way shall:

(c) Minimize risks to public safety;

(d) Ensure that placement of facilities on existing structures is within the tolerance of those structures;

(e) Ensure that installations and modifications are subject to periodic review to minimize the intrusion on the right of way;

(f) Ensure that the City bears no risk or liability as a result of the installations or modifications; and

(g) Ensure that use of the public rights of way does not inconvenience the public, interfere with the primary uses of the public rights of way, or hinder the ability of the City or other government entities to improve, modify, relocate, abandon, or vacate the right of way or any portion thereof, or to cause the improvement, modification, relocation, vacation, or abandonment of facilities in the right of way.

Section 1.11 Plans for Use. No facilities shall be placed in, on, along, over, or under the public rights of way unless: (i) there are immediate plans to use the proposed facility; or (ii) there is a contract with another party that has immediate plans to use the proposed facility.

Section 1.12 Contact Information. Every facility placed in the public rights of way shall at all times display signage that accurately identifies the facility owner and provides the facility owner's unique site number, and also provides a local or toll-free telephone number to contact the facility owner's operations center.