

City of Wilmington Street Cut Policy

“No person shall make any excavations in any public right-of-way without first making application and paying applicable fees...” (Ch II, Article V, Section 11-74)

I. Introduction

To ensure that City streets are functional and to provide reasonable regulation of excavations this policy is authorized by the Wilmington Code, Chapter 11 (Article V. Excavations and Use of Rights-of-Way). Prior to the excavation of any asphalt, brick or concrete street an Applicant shall:

1. Submit a Right-of-Way (ROW) permit application, supporting documents and fee(s) to the City Engineering ROW Department.
2 weeks to review 'non-standard' or project related requests.
2. Receive permit, coordinate and commence work.

Approval of ROW permits for utility cuts will be based on the construction needs and the type of street(s) (major thoroughfare, arterial, collector, minor, etc), which shall dictate the size of excavation, amount of pavement restoration, curb work, sidewalk work, available work hours, traffic control, possible detours or public notifications, and quality control, i.e. inspections.

Applicant and Permittee shall be responsible to coordinate all non-city utility issues and for quality of work performed by excavators and pavers to ensure all City Policies, Technical Standard and Details are met. All restoration is provided with an 18-month warranty by applicant. (Section 11-96).

The City Engineer has the right to deny a permit or issue a stop work order for non-compliance.

II. Permits & Fees

ROW permits and fees are managed through City Engineering, ROW Department (341-5899). Supporting documents may require a scope of work, traffic control plan, etc as necessary. Both the ROW permit and Open Cut fees are due at the time of application.

ROW Permit fee - \$10.

Open Cut fee - \$325.

Online applications can be made at: www.wilmingtonnc.gov. (link to Departments / Public Services)

Additional coordination may be required with City Street Department (341-5888).

Additional coordination may be required with City Traffic Engineering Department (341-7888).

Copies of permits must be maintained on sight at all times (Section 11-81). Failure to make available upon request may result in the stoppage of work (Section 11-100).

III. Non City Owned Streets

A City permit would not apply to NCDOT ROW, private roads or parking lots.

IV. Utility Locates and Excavation

All excavators shall call (811) to utilize the North Carolina One-Call Center (NCOCC) for locate requests, marking, positive response, etc. prior to excavation and with proper request times (i.e 48-hours in advance). Excavators shall exercise appropriate caution to avoid damage and ensure safety. All excavators fall under North Carolina General Statute 87 and City of Wilmington Code Chapter 11, Articles I and V for adherence to excavation rules and penalties. (Section 11-95).

V. Emergency Excavations

In case of an emergency excavation, applications for permits and fees shall be made no later than 24 hours following excavation. An emergency situation is considered a sudden loss or failure of service or an accident to a utility facility where the impacts are deemed an imminent danger to the public health and safety. In the case of an emergency the utility facility may be accessed for necessary repairs and site control.

VI. Traffic Control & Public Notification

All excavations affecting motorists and pedestrians shall require a proper traffic control plan submitted with each ROW application. The plan shall be based on the type of street(s) and the amount of traffic using the Manual of Uniform Traffic Control Devices (MUTCD Part 6 –Temporary Traffic Control) for guidance. Depending on the impact to traffic, businesses or residents, public notification plans (signs, advertisements, flyers, etc) may be necessary and submitted as part of the permit. (Section 11-94).

VII. Trench and Street Repair

Reference shall be made to City of Wilmington Technical Standards and Details for all repairs. See SD 1-05 for street repair. Excavators shall factor soil contents and soil moisture when backfilling a trench with the intent to avoid the creation of voids, soil bridging or settlement.

- Backfill shall be suitable material that is free from heavy clay, gumbos, debris, organics and little to no excessive moisture.
- Select backfill may be substituted or required by City to achieve compaction, (i.e. #57, ABC, crushed limestone, clean sand, flowable fill, etc).
- 8-inch of aggregate base course (ABC) material shall be used on City streets.
- Backfill and base materials shall be compacted in 12" maximum lifts.
- Soil shall be compacted by a mechanized tamper (i.e jumping jack) for most excavations, however, vibratory rollers > 18" width may be used for larger excavations. Under no circumstances shall the plate tamp method be used.
- All approved castings shall be set flush to grade and supported if applicable.
- ABC and subbase compacted to 98% and backfill and embedment compacted to 90% of the maximum dry density as determined by the modified AASHTO Method T-99.
- 1-foot cutbacks of existing asphalt shall be made on undisturbed soil. Clean square cuts shall be applied with tack to all asphalt joints.
- Superpave 9.5A or B asphalt shall be installed in lifts to match the existing pavement thickness in or 2" minimum. Minimum asphalt density is 90% of maximum specific gravity.

VIII. Pavement Restoration

Where excavations impact the pavement, the applicant shall provide the dimensions on the permit. Applicant shall utilize Figure1, to develop the limits of pavement restoration. All pavement restoration cuts shall tend to be linear and perpendicular while avoiding the wheel path. Where an applicant requires multiple cuts in a block or section of street, the City reserves the right to require full lane or full width restoration. (Section 11-96). For instance, if 35% of the asphalt or consecutive cuts are made within a block (typical 500') or lane the City may require full lane or full width restoration. Additionally, no pavement restoration shall be left less than 5' from the edge of curb or roadway. Where utility excavation occurs on a newly resurfaced area or a substantial road section (i.e high volume), additional paving and/or milling may be required. Extended milling shall extend a minimum of 10' either side of the excavation. Milling shall be no less than 1-inch in depth. An applicant may also be asked to extend pavement in collaboration with the City Streets department or others to assist with efforts to maintain streets in good working condition.

IX. Restoration for all other City Facilities

Where excavations impact other City facilities such as stormwater piping or boxes, driveways, curbing, sidewalks, signs, traffic loops, lighting, landscaping, etc the contractor shall reference all applicable City of Wilmington Technical Standards and Details to restore these facilities. Directional drilling methods may be used to cross under a driveway, curb or sidewalk; however, there will be no tunneling or jetting for this purpose. Concrete provided for restoration shall be from a drum mix.

X. Quality Control and Inspections

The City requires strict adherence to standard details and permit requirements. Observation and Quality Control testing may be performed and/or required for compaction efforts, densities, stone or asphalt thickness, materials delivered, job mix formula, trucking tickets, etc. At no cost to the City, these observation and testing efforts may be required, with any testing results submitted to the City within 2 business days. These tests may include observation, compaction, stone densities, asphalt cores, asphalt densities, etc. Failure to adequately meet minimal standards or test requirements shall result in re-excavation and re-work of the trench or restoration to the satisfaction of the City.

XI. Temporary Repair

Where construction activities require a trench to be backfilled or covered for any reason, including restoring traffic, resuming construction, or awaiting asphalt restoration, the contractor shall safely maintain the trench and all traffic control until the following temporary pavement repairs are made on a suitable base in a safe manner:

- | | |
|---------------------------------|------------------------------------|
| Less than 24-hours | - 6" compacted ABC stone |
| 30 days >1 day (i.e. next week) | - 2" hot mix or cold patch asphalt |
| > 30 days (permanent) | - 2" minimum hot mix asphalt |

Steel plates may be used up to 30 days with prior approval from the City. Cold patch materials are not considered a permanent pavement application and thus are only acceptable for a period of 30 days. Depending on the type of street and weather conditions the City reserves the right to determine the type of temporary asphalt repairs required at that time.

XII. Final Asphalt and Striping Restoration

Upon completion of the utility work the contractor restore pavement and striping in a timely manner to minimize impacts to the travelling public, typically 3-5 business days. Appropriate tack shall be used and Superpave 9.5A or B asphalt shall be applied in lifts to match existing thickness or a minimum of 2-inches with a minimum density of 90%. Any alternate material shall first be approved by City Engineering prior to placement. Under no circumstances shall the contractor attempt to skim patch on top of existing asphalt.

Removed traffic markings or striping shall be restored within 3 days using original thermo-plastic or paint materials.

XIII. Brick Street Restoration

Excavators shall become familiar with City requirements to secure the bricks for reuse in a careful manner and deliver to the City Operations center by contacting the Streets department. The excavation of bricks shall generally be performed by hand with pry bar tools to avoid damage, stacked on wooden pallets and wrapped for delivery. Typically, for the final layer, excavators install 12-inches of compacted ABC (98% density) and then notify City of completion for subsequent installation of bricks.

XIV. Concrete Street Restoration

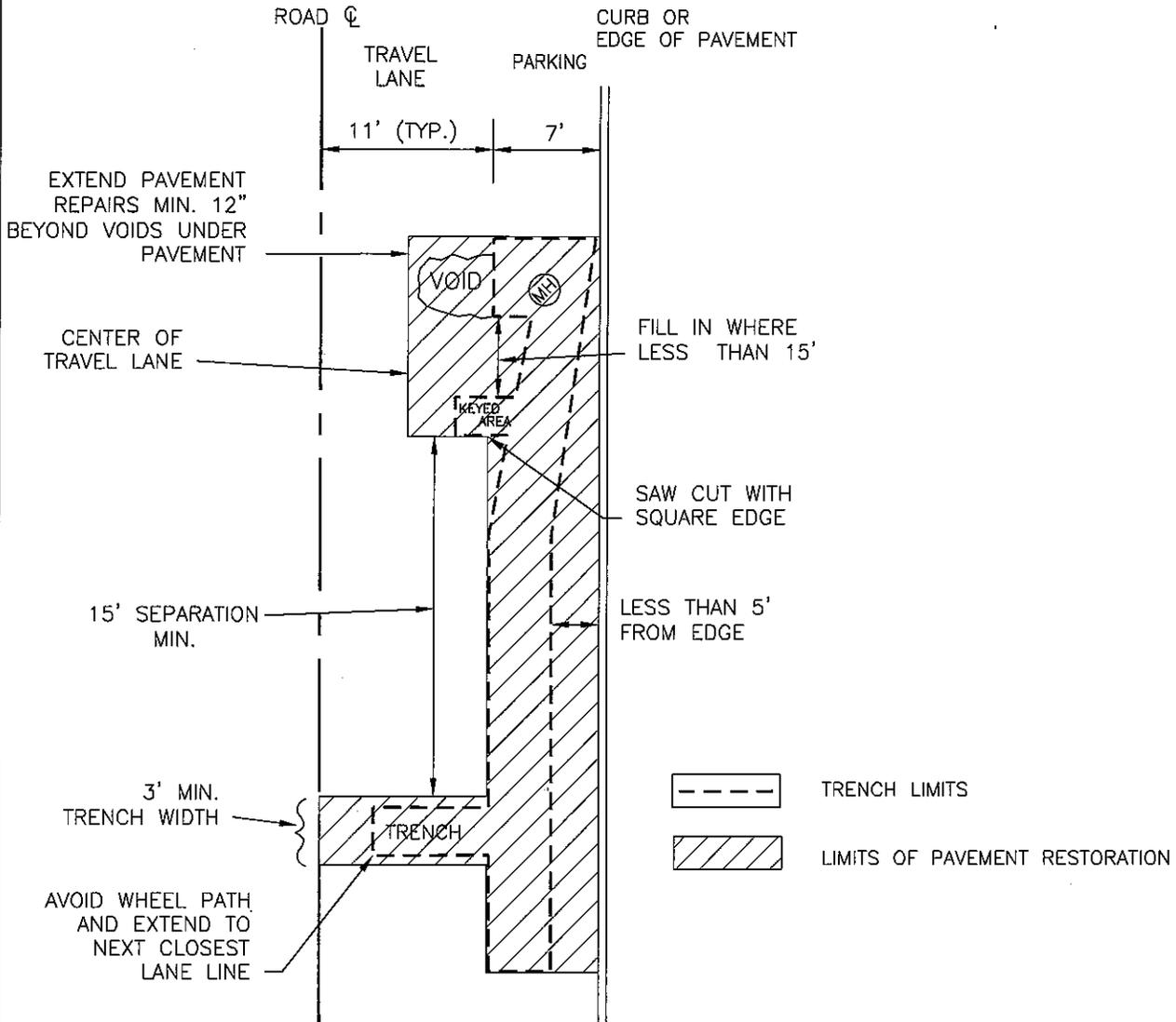
Upon completion of the trench the utility or contractor shall be allowed to pour concrete. The common standard shall be 4000 psi concrete. Any alternate material shall be first approved by the City Engineer prior to placement. New concrete shall be applied to the same thickness as existing conditions or a minimum of 6-inches.

XV. Worksite Safety and Access

Any Permittee conducting repairs, excavation or utility work shall take reasonable actions and precautions to ensure that such work does not endanger people or property, nor interfere with the free and proper use of public streets, alleys, sidewalks, bridges, etc. nor hinder with the operation of any other utilities, etc. (Section 11-91).

XVI. Warranty

All excavations and street repairs shall be guaranteed against failure for a period of 18 months after completion of asphalt restoration. The warranty period shall start the first of the month following completion. Example: a repair completed on the 20th of June shall be warranted from July 1st until December 31st the following year. A failure is defined as settlement greater than 1/8 -inch in depth as determined by the DOT straight edge method, pulled joints, cracking of the patch; etc. Upon discovery of failures from inspections, the City may contact Applicant of such failures to make repairs as needed. (Section 11-96).



- 1) THE LIMITS OF PAVEMENT RESTORATION SHALL DEPEND ON LOCATION OF UTILITY TRENCHING, AS WELL AS SURROUNDING PAVEMENT CONDITION AND MARKINGS. PAVEMENT REPAIRS SHALL BE SUBJECT TO THE CITY STREET CUT POLICY, DETAIL SD 1-05 AND SHALL MEET OR EXCEED CURRENT STANDARDS.
- 2) 12-INCH CUTBACKS REQUIRED BEYOND ALL VOIDS AND WHERE TRENCH WALLS ARE NOT BENCHED OR INSPECTED OR CONSIDERED COMPROMISED.
- 3) PAVEMENTS REPAIRS SHALL GENERALLY AVOID EDGES ALONG A WHEEL PATH AND THEREFORE BE EXTENDED TO THE MIDDLE OR NEXT CLOSEST LANE.
- 4) WHERE THERE ARE MULTIPLE CUTS OR DISTURBED AREAS GREATER THAN 35% ON A SINGLE LANE OR ENTIRE ROAD SURFACE, THE CITY MAY REQUIRE FULL WIDTH REPAIR.
- 5) THE CITY OF WILMINGTON WILL ASSESS THE LIMITS OF NECESSARY PAVEMENT RESTORATION BASED ON THESE GUIDELINES AND MAY ASSIST MARKING AREAS (I.E. SPRAY PAINT) ONCE THE ASPHALT HAS BEEN BROOM CLEANED AND MADE VISIBLE FOR INSPECTION.

STREET CUT POLICY - FIGURE 1		PAVEMENT RESTORATION GUIDELINES	 CITY OF WILMINGTON ENGINEERING OFFICE 414 CHESTNUT STREET WILMINGTON N.C. 28401 (910) 341-7807
DATE: APRIL, 2011			
DRAWN BY JSR			
CHECKED BY B.R., P.E.			
SCALE NOT TO SCALE			