Ordinance #08-27-2025

Utility Ordinance

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SECTION 1 - DEFINITIONS

A. General Definitions

Unless otherwise provided herein, the definitions accepted by the American Association of State Highway and Transportation Officials (AASHTO) can be used as a guide.

B. Specific Definitions

1. Applicant

The individual or entity which will own the utility facility which is proposed to be placed in the Town Highway Right-of-Way.

2. Clear Zone

That portion of the right-of-way that is to be maintained free of non-traversable hazards and fixed objects. These areas provide drivers a reasonable opportunity to stop safely or otherwise regain control of their vehicle when it leaves the traveled way. The clear zone generally varies with the type of highway, terrain traversed, road geometrics, and operating conditions. Chapter 11 of the Wisconsin Department of Transportation Facilities Development Manual should be used as the guide for establishing clear zones.

3. **Emergency Utility Work**
   Unforeseen action by a utility deemed necessary to restore an existing utility facility to service and/or protect the general public.

4. **Highway or Town Highway**

   The town highways as authorized under Wis. Stat. § 82.03(1). This includes the entire area within the highway right-of-way.

5. **Permit**

   The document by which the Town grants the Applicant permission to work within, use, occupy, or cross a Town highway, including an annual service connection permit under Section 11. A permit granting the Applicant permission to work within a Town highway shall be valid for one year from the date of the permit application.

6. **Pipeline**

   A utility facility installed to carry or convey a fluid, gas, or other material, including the casing, any related structures or facilities, and the product being conveyed.

7. **Private Utility Facilities**

   Facilities which are used for the purposes of any of the utility functions described in the definition of a "utility" (see #14) but are not owned by a utility.

8. **Responsible Person**

   A person having control over a utility project that is not administered by the Town.

9. **Right-of-Way**

   A general term denoting acquired interests or rights in land (either all or partial) that are necessary to build, maintain, and operate a highway facility. A right-of-way is not limited only to a fee interest or a permanent highway interest but includes all rights of both a permanent and temporary nature.

10. **Town** means the Town of Saratoga in Wood County, and where applicable, the Town Board or its designee (i.e. Town Chair, Road Supervisor, etc.)

11. **Traveled Way**

    The portion of the roadway for the movement of vehicles which includes auxiliary lanes and ramps but excludes the shoulders.

12. **Roadway**

    The traveled way plus shoulders.

13. Utility

a. Any corporation, company, individual, or association, including their lessees, trustees, or receivers, or cooperative association, town, village, or city that owns, operates, manages, or controls any plant or fixed equipment within this state for the conveyance of communications, electric power, light, heat, fuel, gas, oil, petroleum products, water, steam, fluids, sewerage, drainage, irrigation, or similar facilities, either directly or indirectly to or for the public.

b. The owners or operators of cable television systems, cellular phone, and paging (wireless) systems, publicly owned fire or police signal systems, traffic and street lighting facilities, or similar facilities.

14. Utility Construction

Work by a utility within a highway to install, replace, relocate, modify, or remove a utility facility, including installing facilities on an existing pole line or in an existing duct system (e.g. CATV attaching to another utility's existing poles), and installation of facilities to house utility facilities (such as underground ducting or conduit for telecommunications lines).

15. Utility Facility

A facility used for a utility's purposes as described in the definition of "Utility" above.

16. Utility Maintenance

Work by a utility within a highway to maintain or repair an existing utility facility. Utility maintenance does not include the activities defined as 'utility construction" (See #15.)

17. Utility Operation

Use of utility facilities by a utility for the intended purposes of the utility facilities.

SECTION 2 - INTRODUCTION

A. Overview of Utility Accommodation

The Town operates the highway system under its jurisdiction to provide a safe and convenient means for the vehicular transportation of people and goods, and utilities provide essential services to the public. Both the Town and utilities typically provide facilities which consider present as well as future needs. Cooperation between these two entities is essential if the public is to be served at the lowest possible cost consistent with their respective public service needs, obligations, and interests. The permitted use and occupancy of highway right-of-way for non-highway purposes is subordinate to the primary interests and safety of the traveling public.

B. Purpose and Applicability of the Utility Accommodation Policy

This Utility Accommodation Policy ("UAP") includes the requirements applicable to any existing or proposed utility construction, maintenance, and operation of facilities in a Town highway.

This UAP does not apply to facilities placed or maintained in a Town highway by the Town.

C. Statutory Authority

The Town regulates utility accommodations within the Town highway system under Wisconsin statutes, including under Wis. Stat. §§ 66.0425, 66.0831, 82.03(1), 86.07(2), and 86.16.

D. General Utility Accommodation Standards

The Town shall not authorize a utility accommodation unless the accommodation will not adversely affect the primary functions of the highways or materially impair their safety, operational, or visual qualities, there will be no conflict with the provisions of Federal, State, or local laws or regulations or this UAP, and the accommodation will not significantly increase the difficulty or future cost of highway construction or maintenance.

The then-current version of this UAP shall apply to all utility activities in a Town right-of-way. When the Town determines that it is necessary to do so, the Town may modify requirements applicable to an existing permit upon notice and explanation to the utility of the reasoning for the change.

When the Town is notified that an unidentified utility facility is exposed or damaged, the Town will attempt to contact the utility to have a representative visit the site and identify its facility. The utility shall physically respond to the site if required by the Town, or contact the Town representative within two hours, and in all cases, shall physically respond to the site within six hours after notification, if required by the Town.

SECTION 3 - INDEMNIFICATION

As specified in the Town's permit form, and regardless of whether a utility has obtained a permit for utility work, a utility shall save, defend, and hold the Town, its officers, employees, and agents harmless from all liability associated with the utility's projects, except to the extent liability is caused by the negligence or wanton or intentional acts or omissions of the Town or its officers, employees, or agents.

The Town shall not be liable to a utility for any claims by the utility relating to the issuance of a permit by the Town.

SECTION 4 - GENERAL INFORMATION

A. Buried Utility Locating Notification

Each Applicant for a permit shall include in the permit application information regarding the utility location service(s) that may be used to locate the utility's facilities in the Town. A utility with facilities in a Town right-of-way shall immediately provide notice to the Town in writing of any change to the utility location service used by the utility and any change to the contact information for the service used.

If a buried utility locating notification service cannot be used to locate the Applicant's facilities, the Applicant shall provide the town with operational area maps which accurately specify the area(s) in which the Applicant's facilities will be located, and the Applicant shall update such maps immediately upon installation if the actual location of the facilities vary at all from the proposed location. The Applicant shall immediately advise the Town of any future changes in the location of its facilities and supply updated maps showing the then-current facility locations.

If requested by the Town, a utility shall provide a project data file indicating the location of a utility facility in the Town, in a mutually agreeable format.

B. Design Responsibility

The utility shall be responsible for the engineering design for all utility facilities and for the determination of the location and the legal validity of the Town right-of-way. Town approval of a permit does not warrant that the utility's determination of the location of the Town right-of-way is correct. Nothing in this UAP or an approved permit is a warranty by the Town that the Town holds rights in the right-of-way necessary to issue a permit. The Town shall not be required to defend the utility in the utility's peaceful use and occupancy of the right-of-way location approved for utility work in a permit.

C. Utility Facility Condition Requirements

All utility facilities shall be maintained in a good state of repair and appearance.

D. Chemical Treatment and Cutting of Trees

A utility is prohibited from chemical treatment or cutting of trees or vegetation on Town highways without a permit from the Town, except as otherwise provided in this UAP. A utility that is authorized to chemically treat trees or vegetation shall provide the Town with applicable MSDS sheets for any chemicals used in Town highways and shall provide an application plan for Town review and approval.

E. Dangerous Conditions Encountered

If a utility discovers a possible health risk when conducting any utility work, the local police and fire departments shall be notified immediately, and the utility shall take the necessary steps to provide for the safety of people and property in the area.

SECTION 5 – EMERGENCY WORK

Emergency situations may arise when immediate action to protect the safety of the general public requires a utility to take actions within a Town highway that are not in full compliance with the provisions of this UAP. Nothing herein shall be construed as requiring a utility to delay such emergency actions.

Emergency repairs may be performed within the right-of-way when physical conditions or time considerations prevent application for a required permit. However, as soon as feasible, the utility shall advise the Town of the emergency, its plans or actions for alleviating the emergency situation(s) and make arrangement(s) for the control and protection of traffic or pedestrians affected by its proposed actions. When the UAP requires a permit for such work, a permit shall be obtained as soon as possible, and any alterations deemed necessary through the permit approval process shall be made.

SECTION 6 - ABANDONED FACILITIES

A. Aboveground Facilities

If a utility discontinues use of an aboveground facility, the facility shall be entirely removed from the right-of-way within one year after its use is discontinued unless written approval for a time extension is granted by the Town or unless a permit is requested by a purchaser of the facility and approved by the Town.

B. Underground Facilities (This section does not affect a utility's rights or obligations under Wis. Stat. §182.0175.)

A record of all of a utility's underground utility facilities abandoned in the right-of-way shall be maintained in a utility's permanent files until the facility is completely removed. The record should be of similar quality and detail as any other map or plan submitted to the Town for permit approval.

The recorded location of such facilities shall be within a ten (10) foot wide corridor measured five feet on either side as measured perpendicular to a facility. If a utility facility is to be abandoned as a part of a permit for a new facility, it shall be field located, and its location shall be shown on the permit request for the new facility.

Upon request by the Town, each utility and the Town requesting the information, shall agree on the method of transferring the abandoned facility information to the Town in accordance with the mapping capabilities of the utility. A utility shall update the map annually if requested by the Town. The utility may place a disclaimer on the abandonment map such as:

> "The locations on this map cannot be relied upon for any purpose except general information and planning to indicate that an abandoned utility facility is in the right-of-way. The user remains obligated to call Digger's Hotline at least three working days prior to any excavation. All utility facilities uncovered in the right-of-way shall be handled as active or energized until confirmed by a utility representative that it is an abandoned or temporarily de-energized facility."

When the Town intends to perform work in an area potentially occupied by the utility, it may call the utility to request information about any abandoned facilities in that area. The utility shall respond to the request within 10 calendar days and shall provide the Town with detailed information about and the location of any abandoned facilities in that area, if available.

The Town shall not require a utility to physically remove any abandoned underground facility if a permanent record of the location of the abandoned facility is maintained by the utility and the presence of the abandoned facility does not prevent or significantly increase the difficulty or future cost of highway construction or maintenance. However, abandoned appurtenant facilities such as manholes and pull boxes shall be filled in or removed in accordance with the Wisconsin Department of Transportation's Standard Specifications for Road and Bridge Construction, then-current edition.

C. Structure Attachments

Utility facilities abandoned on a structure shall be removed within 60 days of abandonment unless otherwise approved by the Town. All removal costs shall be the responsibility of the utility.

SECTION 7 - COMPLIANCE

A. Authority and Appeals

The Town may designate officials to enforce this UAP and individual utility permit requirements.

All utilities, including all consultants, contractors, and subcontractors working for utilities, are required to abide by the UAP and individual utility permit requirements.

To appeal a permit decision, a utility must initially appeal to the permit reviewer within 30 days of permit issuance or denial. A utility may appeal the decision of the permit reviewer to the Town Board within 30 days of the decision of the permit reviewer on the initial appeal. The appeal process under Wis Stat. § 86.16(5) may be applicable to certain Town actions or inactions.

B. Failure to Comply

At the Town's option, the following measures may be taken if a utility fails to comply with this UAP or a permit:

1. Request for Corrective Action

The request shall include all of the following:

a. The reason(s) why a utility activity is or was not in compliance.

b. Corrective measures to be taken and the time period in which the utility shall take such action.

2. Immediate Town Action

If unpermitted actions of a utility adversely affect public safety, health, or welfare the Town may take any necessary immediate action to correct the adverse impact.

3. Suspension of Work Activities

If determined necessary by the Town due to noncompliance or, an emergency situation, the Town may order the suspension of activities at a project site. As soon as practicable, the Town shall notify the designated utility contact of the reasons for the suspension and what action needs to be taken before work may resume.

4. Removal of Installed Facilities

If an installed facility is placed in a location that is inconsistent with a permit, and in a location that is unacceptable to the Town, or in a manner inconsistent with a permit, the utility shall be notified by the Town and shall remove the facility within a time period specified by the Town..

5. Permit Revocation

The Town may revoke a permit if the Town determines revocation is necessary due to continued noncompliance.

6. Public Service Commission (PSC) Notification

The Town may notify the Public Service Commission of Wisconsin of continued noncompliance by a utility and may request PSC assistance in achieving compliance.

7. Withholding Approval of Future Permits

The Town may withhold approval of permit applications submitted by a utility if the utility has existing violations of this UAP or the utility's permits.

C. Inspection

1. Inspection of Work in Progress

The Town may inspect utility activities in progress to verify compliance with this UAP and the utility's permit.

2. Inspection of Completed Work

After permitted work has been completed, the utility shall notify the Town within 14 days that the work is complete. The Town may inspect the completed work to verify compliance with this UAP and the utility's permit.

SECTION 8 – ARCHAEOLOGICAL, HISTORICAL, AND ENVIRONMENTAL CONDITIONS

A utility shall be responsible for performing all archaeological, historical, and environmental assessments and for complying with any archaeological, historical, and environmental requirements under Federal, state, and local law related to or applicable to any utility work, and for the costs of such activities.

A utility conducting a utility project in a location that is required to be, is, or has been subject to contaminant remediation requirements shall provide in its application information sufficient to show that the utility has appropriate approval to conduct such activities in the area and using the construction methods proposed.

SECTION 9 – PERMIT REQUIREMENTS

A. Permit Required

Unless an annual service connection permit (ASCP) has been issued for the utility under Section 11 or unless an exception applies under this UAP, a utility shall obtain a permit from the Town for any utility facility construction or maintenance.

See fee schedule for permit fees.

B. General Permit Requirements

Issuance of a permit by the Town does not transfer or convey any land or right in land, including an easement, to a utility. A utility shall comply with all applicable federal, state, and local laws which relate to the utility's work, including those related to the design, construction, materials, or performance of the utility's work. A utility shall retain a copy of each permit in its files during the entire time the facility is located in, over, or under the Town right-of-way and shall have a copy available for review at a construction or maintenance site during the term of such projects.

C. Permit Modifications

The Town reserves the right to modify a permit if the Town determines that it is necessary to do so to protect the public interest in the Town highways. Modifications to a permit could include, but are not limited to, changing the traffic control plan, changing utility location due to conflicts, or changing utility locations due to field conditions.

SECTION 10 – REQUIRED APPLICATION INFORMATION

A. General Policy

A permit application shall include the appropriate permit application form provided by the Town, signed by an authorized officer or representative of the Applicant, and shall contain the telephone number of the Applicant's local contact person and person in charge of construction. Alteration of the permit application form by the Applicant is prohibited. The application shall also include drawings and installation information that are adequate to allow for full evaluation of the project as described below.

B. Permit Limits

The permit application shall include the limits (project endpoints) of all proposed work. If the utility facility extends into more than one Town, a separate permit application form shall be submitted for each Town. A separate permit application must be submitted for each project on a different highway and/or for non-contiguous projects.

The permit authorizes only the described work of and for the Applicant indicated on the face of the permit. The permit does not grant authority for the present or future installation of any other facility.

C. Permit Drawings

Each permit application shall include two copies of adequate drawings of the work to be completed, using the Standard Units of Measurement, showing the proposed location of the utility facility within the right-of-way with respect to the existing highway or any proposed highway improvement and any other existing utility facilities. The drawings shall include measurements from the proposed utility installation to the right-of-way line and to the edge of the traveled way.

For highway crossings, drawings shall include cross-section detail showing depth of bury or overhead clearance, the location of any bore pits (if needed), and a distance reference from the crossing to the nearest public roadway intersection.

D. Installation Information

The utility shall provide the installation information as required by the Town with each permit application, including all of the following:

1. A general description of the location, size, type, nature, and extent of the utility facilities.

2. A description of proposed construction procedures, special traffic control and protection measures, proposed access points, coordination of activities with the highway contractor, and any trees to be removed.

3. For permits that would allow attachment of facilities to a structure, the structure to which facilities will be attached (including bridge number if applicable), the weight of facilities, hanger spacing, hanger details, and expansion/contraction information. See Section 15 for additional requirements regarding structure attachments.

SECTION 11 – ANNUAL SERVICE CONNECTION PERMIT (ASCP)

A. General Policy

In certain instances an annual service connection permit (ASCP) may be granted.

A utility may apply for an annual service connection permit (ASCP) from the Town which allows the utility to make routine customer service connections without a separate permit for each connection under Section 9. All utility work conducted under this Section shall comply with this UAP.

B. Application Information

A utility shall use the form provided by the Town to apply for an ASCP and each application shall be reviewed, and by the Town. An ASCP is only effective during the calendar year for which it is issued and only for purposes of Town permitting requirements.

The Town may also deny approval of an ASCP application if the utility has ongoing or a pattern of noncompliance with this UAP regardless of whether enforcement action has been taken by the Town. In addition, the Town may suspend or permanently revoke an ASCP due to noncompliance with this UAP.

C. Coverage

An approved ASCP only authorizes service connections and extension of the existing distribution line up to a maximum of 300 feet to facilitate a service connection.

D. Implementation

At least three business days prior to the proposed start of the work under an ASCP, a utility shall submit to the Town, by a method approved by the Town, information regarding each proposed customer service connection. The information provided shall include all of the following:

1. Utility's ASCP number.

2. Town range and section numbers, address of property, county, and town in which property is located.

3. Distance from the nearest intersection to the service line.

4. Name of the utility and the contact information for the representative whom the Town should notify following review as provided below.

5. A map or sketch of the project location that depicts the placement of the service line relative to right-of-way and the traveled way.

The Town will use best efforts to review the customer service connection information and notify the utility whether the utility is approved to proceed with the proposed work within three working days.

E. Work Restrictions

Work pursuant to an ASCP shall meet all of the following requirements. Utility work that does not meet these requirements shall be permitted under Section 9.

1. Work shall be conducted without any interference or disruption to traffic.

2. Work shall not involve opening or cutting the pavement, paved shoulders, or medians.

3. Overhead and underground short-side (same side of highway and the distribution line) service connections are allowed.

4. For underground long-side connections (opposite side of highway from the distribution line), work shall be conducted using untrenched construction techniques. Any boring machine that is used shall not be guided from the highway surface. The use of a median area under an ASCP is prohibited, including to check or guide the boring machine. Boring shall be conducted as required by this UAP.

5. Overhead long-side service connections may be allowed, subject to approval by the Town of traffic control and road closure plans.

SECTION 12 – LOCATION REQUIREMENTS

A. General Location

Utility facility locations shall be determined in consideration of all of the following:

1. Accommodation of potential future highway improvements and widening.

2. Servicing or expanding the facilities while minimizing obstruction or interference to the free flow of highway traffic.

3. Adequate vertical and horizontal clearance between a utility facility and any other infrastructure on or in the highway, to allow maintenance of all facilities.

4. Facilities shall be outside of the 45-degree cone of support for the footings of all highway structures.

5. A minimum of 200 feet from the setback from the right-of-way at intersections shall be required for all utility structures above ground (except utility poles).

B. Crossing Location

Utility facilities that cross a highway shall do so as near to perpendicular to the highway alignment as possible. Conditions that are unsuitable or undesirable for underground crossings should be avoided, including crossings that are:

1. Deep cuts.

2. Near footings of bridges or retaining walls.

3. Across highway intersections at grade or ramp terminals.

4. At cross drains where the flow of water may be obstructed.

5. Within basins of an underpass drained by a pump.

6. In wet or rocky terrain where it will be difficult to attain minimum bury.

C. Underground Longitudinal Location

The longitudinal location of underground utility facilities within the right-of-way shall provide as much clearance from the traveled way as conditions will allow. Such lines shall be of uniform alignment and be located at or as near as practical to the right-of-way line.

D. Aboveground Longitudinal Location

The longitudinal location of aboveground utility facilities shall be outside of the clear zone where possible. Facilities shall be of uniform alignment and be located at or as near as practical to the right-of-way line. If any aboveground utility facility is within the clear zone or is determined to be in a location that has a higher-than-average accident potential, the Town may require:

1. The utility facility to be of approved yielding or breakaway construction, or

2. The utility facility to be protected by a Town-approved barrier such as beam guard, crash cushion, etc.

E. Relocation of Existing Utilities

Upon order by the Town, a utility shall relocate or alter a utility facility to facilitate alteration, improvement, safety control, or maintenance of the Town highway or the accommodation of another right-of way user. All costs of complying with such an order shall be the obligation of the ordered utility, unless a specific utility agreement to which the Town is a party provides otherwise or unless another right-of-way user is responsible for all or a portion of the costs.

F. Subsurface Utility Engineering

The use of subsurface utility engineering (SUE) to locate buried facilities is approved by the Town. A utility using SUE shall include this information in the permit application.

SECTION 13 – APPURTENANCES

A. General Policy

Appurtenant facilities such as pedestals, rigid markers, etc. should be located outside of the clear zone and near or at the right-of-way line.

All utility pedestals, cabinets, transformers, and other aboveground (i.e., not flush with the ground) structures located within the highway right-of-way shall be adequately marked. Markers shall be installed and maintained by the utility owner. The Town will not be liable for damage done to aboveground utility structures, including when conducting mowing and snow plowing activities, that are not adequately marked.

B. Buildings

Buildings shall not be located in the highway right-of-way.

C. Cabinets

Cabinets shall not be located in the highway right-of-way unless approved by the Town. When cabinets are allowed to be located in the right-of-way they shall be placed at a location not vulnerable to an errant vehicle and at or as near as practical to the rear of right-of-way line. Foundations beneath cabinets shall be flush with the existing ground or proposed ground slope if associated with a roadway construction project.

SECTION 14 – VERTICAL LOCATION

A. Underground

The depth of bury for underground facilities within the right-of-way shall be a minimum of 24 inches as measured from the finished ground surface to the top of the facility except under ditch bottoms where it shall be a minimum of 30 inches at the time of installation.

The depth of bury for underground facilities crossing the highway shall be a minimum of 30 inches as measured from a straight line connecting the lowest points of the finished ground or pavement surface on each side of the right-of-way to the top of the facility at the time of installation.

When a permit is requested by a utility and a future road project is anticipated, the utility may be required to bury deeper in accordance with the Town plans.

Where minimum bury is not feasible, the facility shall be rerouted or protected with a casing, concrete slab, or other suitable measures. In solid rock, the depth of bury may be reduced if adequate protection is provided. All utilities shall obtain prior approval from the Town before burying any facility less than the minimum depth required.

B. Overhead

Vertical clearances for overhead utility facilities shall comply with all state and national electrical codes and other requirements. Utility facilities crossing over the highway shall be no less than 17 feet above the high point of the traveled way.

Pre-existing utility facilities with less overhead clearance may be maintained if they were constructed and are maintained pursuant to applicable state and national electric codes and other requirements.

SECTION 15 – INSTALLATION ON STRUCTURES

A. General Requirements

Attachment of utility facilities to highway structures is only allowed if specifically approved by the Town. The Town will consider approval of attachment of utility facilities to a highway structure if the following will not be materially adversely affected:

1. Structure design and appearance.

2. Safe operation of traffic.

3. Efficiency of maintenance.

The utility shall be responsible for all Town costs associated with such attachments. This includes, but is not limited to, additional design time, increased bridge deck thickness, and future bridge maintenance (painting and inspection).

B. Installation Location Requirements

When a utility facility is attached to a bridge, the installation shall be located:

1. Beneath the structure floor.

2. Inside the outer girders or beams or within a cell.

3. At an elevation above low superstructure steel or masonry which would not inhibit bridge inspections or repairs.

A utility facility may be located within the highway structure's deck for new construction or deck reconstruction projects if the utility notifies the Town in advance of or while the structure is being designed and if the Town approves such installation.

C. Installation Openings

1. The openings created in the bridge abutments to allow passage of the attached utility facility shall be of the minimum size necessary.

2. The opening in the abutment around the permitted facility shall be filled completely to seal the opening and effectively preclude the leakage of any moisture or backfill material through the abutment.

3. If the utility sleeves the facility through the abutment, the sleeve shall be tight sealed into the abutment. Any space between the sleeve and facility it encloses shall be sealed.

SECTION 16 – MEDIAN INSTALLATIONS

A. General Policy

No poles, guys, or other related facilities may be located in a highway median, including with respect to both longitudinal and crossing installations.

B. Median Work

No work shall be performed in the median of any highway without prior approval from the Town. When median work is authorized, it shall conform to the following provisions unless otherwise approved by the Town:

1. The permittee or its contractor shall notify the Town at least 3 working days prior to the expected beginning of work in the median and shall provide an approximate completion date for the work.

2. All equipment, operations, and spoil material shall be located within the center area of the median.

3. No openings, vehicles, equipment, or materials of any type shall be located within the median overnight.

4. The utility shall provide a Temporary Traffic Control (TTC) plan to the Town that includes the proper advance, warning, and work area signage in accordance with standards and recommendations of the U.S. DOT FHWA Manual on Uniform Traffic Control Devices (MUTCD) and the Wisconsin Supplement to the MUTCD; or comply with the standards and requirements of the most recent version of the Wisconsin Department of Transportation (WisDOT) Work Zone Field Manual for construction site control measures.

SECTION 17 – BREAKAWAY CONSTRUCTION

Breakaway or yielding facilities along the highway should be set as far back as feasible to prevent a pole or other device from falling onto the traveled way when struck by an errant vehicle.

Foundations beneath breakaway poles shall be flush with the ground.

SECTION 18 – SCENIC CONSIDERATIONS

A. General Policy

The type and size of a utility's facilities and the manner and extent of utility facility installations shall not materially impair the scenic quality, appearance, or view of highway roadsides and adjacent areas. When feasible, the Town strives to enhance visual qualities of the highway system by:

1. The retention and/or planting of trees, shrubs, and other vegetation.

2. The selection of special alignments and corridors.

3. The acquisition of scenic easements.

B. Scenic Areas

Utilities shall not install utility facilities in areas which have been acquired or designated for their scenic quality, such as scenic strips, overlooks, rest areas, recreation areas, public parks, historic sites, etc., and the right-of-way which traverses these areas, except as provided in this section.

1. New underground utility installations may be permitted within scenic areas when the installation does not require extensive removal or alteration of trees or other natural features visible to the highway user and does not impair the visual quality of the lands being traversed, as determined by the Town.

2. New overhead installations shall be prohibited at such locations where there is a feasible and prudent alternative to the use of the scenic areas by the overhead facility. When this is not the case, installations will be considered by the Town only where:

    a. Other locations are unusually difficult, unreasonably costly, or are undesirable from the standpoint of visual quality.

    b. An underground installation is not technically feasible, or it is unreasonably costly.

    c. The proposed installation can be made at a location (and will employ suitable designs and materials) which gives adequate protection to the visual qualities of the area being traversed.

2. These controls shall also be followed in the location and design of utility installations that are needed for a highway purpose, such as for continuous highway lighting, or to serve a weigh station or rest or recreational area.

SECTION 19 – ADDITIONAL CONSTRUCTION REQUIREMENTS

A. Use of Temporary Guard Poles

No guard pole shall be set within the right-of-way unless specifically authorized by a permit. By definition, a guard pole is used to prevent aerial lines from falling onto the traveled way. Any guard poles permitted in the clear zone shall comply with Section 12(D).

B. Unexpected Field Conditions

Any modification of the terms of the approved permit to meet changed or unexpected field conditions shall require prior approval from the Town.

C. Blasting

Blasting on the right-of-way is prohibited unless specifically authorized by a permit.

D. Survey Markers

No survey marker (e.g. right-of-way marker, benchmark, etc.) shall be disturbed unless prior approval has been obtained from the Town. In addition, other survey markers [e.g. United States Geological Survey (USGS), Town, etc.] located in the Town right-of-way shall not be disturbed unless prior approval is obtained from their owner(s).

Any survey marker that is disturbed, removed, or destroyed shall be restored by the utility at its expense under the supervision of a registered professional land surveyor.

E. Vegetation

No tree or shrub shall be sprayed, cut, trimmed, or damaged to facilitate the installation of a utility facility unless specifically authorized by a permit. A utility may be required to replace vegetation which is proposed to be damaged or destroyed at the discretion of the Town. When the removal of a tree is permitted, the stump shall be removed and the hole properly backfilled or cut flush with the ground as directed and approved by the Town. At no time shall trees or other vegetation be cut on Town right-of-way without approval of the Town.

Utilities should be aware of rare or endangered plant species or animal and insect species that feed off of native vegetation in the right-of-way that must be protected or avoided by law. Utilities may receive assistance in identifying these areas by contacting the local Department of Natural Resources office at the local DNR Service Center. The chipping or grinding of trees may be allowed by the Town on a permit-by-permit basis. This includes spreading the resulting mulch evenly over the right-of-way such as not to leave mounds or humps or interfere with drainage or road maintenance activities.

F. Highway Signs

A utility shall not remove any highway sign unless approved in its permit.

G. Trenched Construction

The following are required for all construction involving trenching or backfill:

1. Restoration of the structural integrity of the highway facility.

2. Security of the facility against deformation likely to cause leakage.

3. Prevention of the trench entrapping excessive moisture or becoming a drainage channel.

4. Prevention of blockage of highway drainage by backfill.

When determined to be necessary by the Town, trenches for underground utility facilities shall be backfilled with material excavated from the trench and necessary outlets shall be provided to prevent entrapment of water. Underdrains shall also be provided where determined to be necessary by the Town.

Utility installation shall conform to the Wisconsin Department of Transportation's applicable Standard Specifications for Highway and Structure Construction, current edition, for earthwork, culverts, or other utility work within the right-of-way.

Backfill, compaction, and restoration shall be completed to the satisfaction of the Town. Alternatively, the Town may require that backfill and repaving be performed by the Town at the expense of the utility.

H. Untrenched Construction

Untrenched construction shall be required for all underground utility crossings of all highways that have a paved surface and are open to traffic unless specifically authorized in the permit.

Untrenched installation of utility facilities may be accomplished by tunneling, driving, coring, and/or dry boring. Wet boring under the highway shall be prohibited unless specifically authorized in the permit.

Boring shall result in a close fit to the facility being installed. Untrenched construction shall, as a minimum, extend beneath the entire highway prism (from toe of inslope to toe of inslope or from back of curb to back of curb). Ground openings or pits for such work should be located outside of the clear zone and shall not interfere with highway drainage.

When specifically authorized by the Town, the extent of the untrenched crossing may be reduced or eliminated where such construction methods are impractical or physically restricted by the terrain.

I. Non-Metallic Lines

Any non-metallic pipe, cable, or other kind of utility line which lacks a continuous and integral metallic component capable of detection by locating instruments shall be accompanied in its location by a continuous detectable metallic tracer wire or metallic tape. The Town may allow an alternative method of utility detection provided that the method requested by the utility meets basic requirements for utility location and is easily locatable at all times without adverse impact.

J. Casing

Where crossings by underground lines are encased in protective conduit or duct, the encasement shall extend at least two feet beyond the toe of slope or three feet beyond the ditch line. On curbed sections it shall extend at least one foot outside the outermost back of curbs.

SECTION 20 – TRAFFIC CONTROL

A. Authority

All traffic control for utility work performed on Town highways shall abide by:

1. The current FHWA Manual on Uniform Traffic Control Devices (MUTCD) any supplements thereto, and the Wisconsin Supplement to the MUTCD.

2. Section 643 in the current edition of the Wisconsin Department of Transportation's Standard Specifications for Highway and Structure Construction.

3. Alternatively, and at the Town's determination, traffic control may be in accordance with appropriate diagrams found in the Wisconsin Department of Transportation's "Work Zone Field Manual, Current Edition".

4. All Flaggers shall be certified in accordance with the Wisconsin Department of Transportation standards or guidelines.

5. The specific provisions in the project permit.

The standards set forth in the Wisconsin MUTCD and any supplements thereto are minimum guidelines, and additional traffic control shall be used when necessary or if required by Town.

B. General Policy

All utility work shall be planned and prosecuted with full regard for safety and to keep interference with highway traffic to a minimum. On heavily traveled highways, utility work interfering with traffic may not be allowed during periods of peak traffic flow. Any such work allowed shall be planned so that closure of intersecting streets, road approaches, or other access points is minimized. No utility work shall begin until all required warning signs, devices, and methods adequate to protect the public are in place and fully functional. These shall be maintained until all utility work is completed.

All operations shall be performed without closing all or obstructing part of any highway traffic lane unless it is approved by the Town and proper traffic control is specified.

All warning signs shall have reflectorized sheeting which **shall comply with 643.2.12.2 of the Wisconsin Department of Transportation's Standard Specifications for Highway and Structure Construction, current edition**. Warning signs shall be removed, covered, turned, or laid flat when workers or workers' vehicles are not at the job site or when the signs' messages are not relevant. All barricades and barrels shall be reflectorized with Type H reflective sheeting as a minimum. Cones used during nighttime operations shall be at least 28" in height and reflectorized.

C. Traffic Control Selection

1. Factors

When selecting the appropriate traffic control plan, the Applicant shall implement the minimum standards for traffic control by utilizing an appropriate temporary lane closure layout as shown in the MUTCD or WisDOT Work Zone Field Manual, based on the conditions and considerations at the project location, including but not limited to;

Physical characteristics of the road.

Posted speed limit.

Available sight distance.

Weather.

Traffic volume.

Light conditions.

Time of day.

Lane closure may require flagging.

2. Long Term Duration

All stationary daytime utility work which takes longer than one hour to perform should utilize traffic control plans designed in accordance with MUTCD standards and utilizing the MUTCD or WisDOT Work Zone Field Manual guidance for traffic control as it may apply. The Town may require a more extensive traffic control plan if any of the following situations occur:

a. Utility work is performed during nighttime hours.

b. Traffic control is required overnight to protect the work zone(s) during non-work times.

c. Utility work is performed in a continuously moving work zone. This excludes moving from one stationary work zone to another.

d. Utility work cannot be adequately protected by using standard traffic control diagrams.

3. Short Term Duration

Daytime utility work that will be completed in one hour or less may not require the use of a formal traffic control plan, at the Town's discretion. The utility is still responsible for providing traffic control adequate to protect public safety and meeting minimum criteria in accordance with either the MUTCD or WisDOT Work Zone Field Manual. Additional traffic control such as guard (shadow) vehicles and impact attenuators may also be required.

SECTION 21 – WORK SITE SAFETY

A. General

The utility is responsible to assure that the work site is always secure against any hazard to the public until all of the work is completed. Vehicles, equipment, and materials which are in active use at the work site shall be regulated by the utility as to assure consistently safe conditions.

Sheeting, shoring, bulkheads, or temporary/permanent concrete barriers, etc. may be ordered by the Town if considered necessary to protect the highway and the traveling public and shall be provided by and at the cost of the utility.

B. Equipment/Material Storage

Utility hardware or equipment which is located at the work site but not in immediate (same day) use should be stored in a safe location out of the right-of-way. If this is not practical, the equipment or material may be stored beyond the clear zone and as close to the fence or right-of-way line as possible if approved by the Town.

C. Vehicle/Equipment Visibility

Vehicles and equipment shall have their high intensity flashing (strobe or revolving) and hazard warning lights operating during work operations.

D. Individual Conduct

All utility and contractor personnel who are out of their vehicles and within the right-of-way shall at all times wear their retro-reflective safety vests or garments meeting ANSI/ISEA 107-2015 for type "R" in Performance Class 2 or 3 in accordance with the standards for minimum criteria of PPE as found in either the MUTCD or WisDOT Work Zone Field Manual.

SECTION 22 – CLEANUP AND RESTORATION

A. Work Site Cleanup

All debris, refuse, and waste resulting from the utility's activities shall be removed from the site and the motorists' view within two weeks of completion of work, unless otherwise authorized by the permit. Burning of cuttings, brush, or other debris shall not be permitted within the limits of the right-of-way. Also see Section 19(E) regarding chip spreading.

All replaced poles shall be completely removed from the highway. The pole's hole shall be properly backfilled and compacted. All anchor rods shall be removed or cut off a minimum of one foot below ground level.

B. Highway Restoration

The utility shall be responsible for restoring the highway and the adjacent right-of-way to its original condition (or as close to its original condition as possible) **within two weeks** after completion of the facility installation. Exceptions may be allowed (e.g. in the case of bad weather or winter work) with prior approval from the Town. Failure of the utility to make prompt and satisfactory restorations of the highway or adjacent right-of-way may cause the Town to arrange for restoration by others at the utility's expense.

Any curb, gutter, pavement, sidewalk, driveway, gravel base, ballast, shouldering material, or other highway element disturbed by the utility shall be restored to the qualities, grades, compactions, conditions, etc., they were in prior to utility work in accordance with the Wisconsin Department of Transportation's Standard Specifications for Highway and Structure Construction, current edition. Any subsequent subsidence, heaving, settling, or other faulting or movements attributable to the utility work shall be repaired in a manner satisfactory to the Town, within the time period specified by the Town, at the utility's expense. Backfilling details in the Appendices to this UAP shall be used as a guide for backfilling excavation operations.

Any turfed area of the highway disturbed by the utility shall be restored with topsoil to the depth that existed prior to construction or the depth necessary to support revegetation, whichever is deeper, and reseeded to perennial grass or sodded to the satisfaction of the Town. Trees or vegetation which are damaged or destroyed shall be replaced in-kind unless specified in the utility's permit. Once replaced, the utility shall also maintain turfed areas, trees, and vegetation until they achieve sustained growth.

If, in the opinion of the Town, the permitted work or facilities are found to obstruct highway drainage, unduly increase the difficulty of highway maintenance, or in any other manner adversely affect a highway interest, the utility shall, upon notice, cure the fault as directed and restore the highway facility to the satisfaction of the Town.

SECTION 23 – EROSION CONTROL AND STORM WATER MANAGEMENT

A. General Requirements

A utility shall utilize proper erosion control and storm water management measures that comply with all applicable state and federal laws and ensure that these measures are implemented at all times during utility work. The utility shall also be responsible for providing erosion control and storm water management measures to protect all restored areas upon completion of the project until the replacement vegetation achieves sustained growth.

B. Implementation

Requirements for erosion and stormwater controls for utility work are provided below for major and minor projects.

If certain thresholds of land disturbance are required or for certain types of projects, a utility may also be required to apply for separate erosion or stormwater control permits from the Town, the County, and/or the Wisconsin Department of Natural Resources. The Utility is responsible for determining which are required for each of its projects and acquiring those permit(s) in advance of starting work.

C. Major Projects

1. Definition

Major projects include excavations which will not be restored in the same day or immediately the next day. Examples of major utility projects may include the following:

1. Grading on the right-of-way.
2. Large, open pavement/shoulder cuts.
3. Large boring operations and boring pits.
4. Trenching operations.

2. Specific Requirements for Major Projects

A utility shall include an erosion control plan with its permit application for major projects. A utility may use Chapter 10 of the Wisconsin Department of Transportation's Facilities Development Manual (FDM) or Standard Erosion Control Plan guidance documents and Best Management Practice references from the Wisconsin Department of Natural Resources as a guide in the proper selection, installation, and maintenance of erosion control and storm water management measures. As part of its review of a erosion control plan, the Town may require an on-site meeting with the utility.

Any required temporary erosion control and storm water management measures shall be installed at the job site prior to the commencement of work. After work is completed at a site and temporary erosion control measures are no longer required for their intended purpose, as determined by the Town, the utility shall remove any temporary erosion control measures.

D. Minor Projects

1. Definition

Minor projects include excavations which will be restored in the same day or immediately the next day. Examples of minor utility projects may include the following:

1. Overhead crossings.
2. Pole installations
3. Plowing operations.
4. Minor trenching operations.
5. Hand digging.
6. Small boring operations (moles).
7. Small open pavement/shoulder cuts.

2. Specific Requirements for Minor Projects

The utility shall respond to any soil disturbance by promptly (within 30 days) replacing the soil and topsoil and/or temporary seeding and mulching the soil. This includes repairing equipment and vehicle tracks. Erosion control devices such as hay or straw bales and silt fence shall be present at the job site or be immediately accessible in case weather conditions require action to prevent erosion of bare or loose soil. Soil piles left overnight shall be covered or protected with silt fence to prevent possible runoff.

SECTION 24 – SPECIFIC COMMUNICATIONS UTILITY REQUIREMENTS

A. Standards

The minimum standards for the design, construction, operation, and maintenance of communications utility facilities shall be those contained in the Wisconsin Statutes and Wisconsin Administrative Code. When applicable codes, ordinances, or laws of local governmental entities having jurisdiction are more restrictive, they shall govern. When neither the Wisconsin Administrative Codes nor the local governmental regulations apply, the electrical power facility shall at a minimum conform with the then-applicable National Electrical Safety Code.

Small cellular carriers are governed by Wis. Stat. § 66.0414 and shall adhere to the requirements of this UAP.

B. Type of Construction

1. Single Pole

Any longitudinal installations of overhead lines within the right-of-way should utilize single pole construction.

2. Joint Use

Joint use pole construction should be used:

a. At locations where more than one utility or type of facility is involved.

b. When the right-of-way widths approach the minimum needed for safe operations or maintenance requirements.

c. When separate installations require extensive removal or alterations of trees.

C. Down Guy Locations

Guy wires to ground anchors and other supporting or bracing devices shall not be placed between a pole and traveled way where they would encroach upon the clear zone unless specifically authorized by the Town and unless the installation utilizes breakaway technology.

D. Maintenance Activities

The following minor maintenance is allowed without an additional permit subject to the requirements herein and provided that such activities do not impact the free flow of traffic on any highway:

1. Repair or replacement of overhead service wire.

2. Repair or replacement of overhead cable and terminal hardware two spans or less.

3. Replacement of a pole in the same location, maximum of 10 poles per 5-mile section.

   Note: Once a new pole is installed, all attached facilities (electric, telephone, CATV, etc.) shall be transferred to the new pole in a timely manner. The old pole shall then be completely removed as required in this UAP.

4. Locate buried facilities.

5. Stake route for proposed buried cable.

6. Connect and test wiring at buried cable pedestal locations.
7. Crossarm, bracket, and hardware repair/replacement.
8. Add anchor, guy, or brace between pole and right-of-way line or no closer to traveled way than pole.
9. Trench a pole to maintain or increase roadside clearance.
10. Repair or replace overhead conductor 2 spans or less.
11. Line patrolling.
12. Inspection of manholes (includes water removal, cable tagging, and minor modifications, etc.).
13. Electrolysis surveys.
14. Test for location of underground lines.
15. Paint poles, towers, or crossarms.
16. Straighten pole, crossarm, or brace.
17. Test or treat existing pole.
18. Remove debris from overhead line.
19. Repair or add grounds.
20. Resag, reattach, or rearrange conductor.
21. Repair cable bonding.
22. Survey lines.
23. Replace pole tags and signs.
24. Reinforce existing pole.
25. Mark location of proposed pole; proposed cable.
26. Grass cutting or snow plowing.
27. Trim trees or remove brush for existing line.
28. Minor repair of lines (installation of buried splices, etc.)
29. Sign and marker installation/replacement.
30. Replace/remove line in existing duct.
31. Surveying and resetting reclosures.

SECTION 25 – SPECIFIC ELECTRIC UTILITY REQUIREMENTS

A. Standards

The minimum standards for the design, construction, operation, and maintenance of electric utility facilities shall be those contained in the Wisconsin Statutes and Wisconsin Administrative Code. When applicable codes, ordinances, or laws of local governmental entities having jurisdiction are more restrictive, they shall govern. When neither the Wisconsin Administrative Codes nor the local governmental regulations apply, the electrical power facility shall at a minimum conform with the then-applicable National Electrical Safety Code.

B. Additional Permit Information

For transmission facility installations, the Applicant shall specify the proposed operating voltage or voltages.

C. Type of Construction

1. Single Pole

Joint use single pole construction should be used:

a. At locations where more than one utility or type of facility is involved.

b. When the right-of-way widths approach the minimum needed for safe operations or maintenance requirements.

c. When separate installations require extensive removal or alteration of trees.

D. Down Guy Locations

Guy wires to ground anchors and other supporting or bracing devices shall not be placed between a pole and the traveled way where they would encroach upon the clear zone unless specifically authorized by the Town and unless the installation utilizes breakaway technology.

E. Maintenance Activities

The following minor maintenance is allowed without an additional permit subject to the requirements herein and provided that such activities do not impact the free flow of traffic on any highway:

1. Switching.

2. Fuse replacement.

3. Transformer replacement.

4. Crossarm, bracket, and hardware repair/replacement.

5. Add anchor, guy, or brace between pole and right-of-way line or no closer to traveled way than pole.

6. Trench a pole to maintain or increase roadside clearance.

7.Replacement of a pole in the same location, maximum of 10 poles per 5-mile section.

Note: Once a new pole is installed, all attached facilities (electric, telephone, CATV, etc.) shall be transferred to the new pole and the old pole removed within 60 days.

8. Repair or replacement of overhead conductor 2 spans or less.

9. Line patrolling.

10. Manhole inspection (includes water removal, cable tagging, minor modifications, etc.).

11. Electrolysis surveys.

12. Test for location of underground lines.

13. Paint poles, towers, or crossarms.

14. Straighten pole, crossarm, or brace.

15. Test or treat existing pole.

16. Clean insulators.

17. Remove debris from overhead line.

18. Repair or add grounds.

10. Resag, reattach, or rearrange conductor.

20. Sample or test insulating oil.

21. Repair cable bonding.

22. Install or remove transformer or regulator.

23. Survey lines.

24. Replace outdoor lighting bulbs and cleaning glass.

25. Repair or replace outdoor lighting control.

26. Reset time clock or control switch.

27. Replace pole tags or signs.

28. Reinforce existing pole.

29. Mark location of proposed pole/proposed cable.

30. Grass cutting or snow plowing

31. Trim trees or remove brush for existing line.

32. Sign and marker installation/replacement.

33. Minor repair of lines (splice, etc.).

34. Replace/remove line in existing duct.

35. Repair or replace overhead service.

36. Reading service meters (access from expressway or free shoulders is allowed during non-peak rush hours only).

37. Locate buried facilities.

38. Surveying and resetting reclosures.

SECTION 26 – SPECIFIC FLUIDS AND GASES UTILITY REQUIREMENTS

A. Standards

The minimum standards for the design, construction, operation, and maintenance of fluid and gas-type facilities shall be those contained in the Wisconsin Statutes and Wisconsin Administrative Code. When applicable codes, ordinances, or laws of local governmental entities having jurisdiction are more restrictive, they shall govern.

In addition, utility installations shall meet the following requirements:

1. Water lines shall conform with the currently-applicable specifications of the American Water Works Association and the Wisconsin Underground Contractors Association's Standard Specifications for Water and Sewer Construction in Wisconsin; most recent version and addendums.

2. Pressure pipelines shall conform with the currently applicable requirements of Title 49, Code of Federal Regulations of the Office of Pipeline Safety.

3. Liquid petroleum pipelines shall conform with the currently applicable recommended practice of the American Petroleum Institute for pipeline crossings under railroads and highways.

B. Irrigation and Drainage Pipes, Ditches, and Canals

Irrigation and drainage facilities installed across the right-of-way generally shall be designed and constructed in accordance with the Wisconsin Department of Transportation's specifications as shown in Chapter 16, Standard Detail Drawings, of the Facilities Development Manual. Appurtenances which would constitute a hazard to traffic are not permitted within the clear zone and should be located outside of the right-of-way. Where ditch rider roads are adjacent to ditches or canals that cross the highway, consideration shall be given to safety, traffic, operations, and economic factors when providing for the continuity of such roads.

C. Requirements for Appurtenances

Vent standpipes are not required for casings but when used, the vent shall be located and constructed to not interfere with maintenance of the highway nor be concealed by vegetation. These pipes should stand near a fence or the right-of-way line. If drains are provided for casings, tunnels, or galleries enclosing carriers of liquids, liquefied gases, or heavy gases, they shall not outfall into highway ditches or natural water courses.

D. Special Treatment of Pipelines

1. General Policy

Special treatment of pipelines beneath highways, including interstates and other freeways and including any median, is not required provided the pipe would be installed by jacking and/or dry boring the carrier pipe to an essentially snug fit.

2. Special Treatment

Special treatment such as casing, cathodic protection, thickened wall carrier pipe, coating and wrapping, concrete sleeves, or caps of particular pipe crossings are required if, in the determination of the Town, such installation shall be more protective of the highway or of the safety and convenience of the traveling public. Some examples of locations where special treatment may be required include, but are not limited to, the following:

a. Locations where a pipeline (whether crossing or a portion of pipe paralleling the highway) would pass in close proximity to a substructural part of a highway structure. This refers to pipes underground and not to pipes suspended on a highway structure.

b. Locations where a pipeline would pass beneath the slope wall below a highway structure.

c. Locations where restraints inhibit a pipe from being placed or remaining at the depth required by code.

d. Locations where the ground conditions are known to be particularly unstable.

e. Locations where restraints inhibit a water pipe from being placed or remaining below the frost line.

E. Attachments to Structures

Pipelines that will be attached to a highway structure shall not exceed a maximum internal pressure of 150 PSIG. Pipelines carrying pressures in excess of 150 PSIG may be considered for approval by the Town only if no other alternative location off the structure is feasible.

F. Maintenance Activities

The following minor maintenance is allowed without an additional permit subject to the requirements herein and provided that such activities do not impact the free flow of traffic on any highway:

1. Leak surveys (vehicle or walk patrol), line patrolling.

2. Pressure surveys (gauge check or setting of charts).

3. Odorant checks.

4. Regulator maintenance (change out, lockup check, spring change, etc.).

5. Valve maintenance (activation check, grease, replacement, etc.).

6. Line purging.

7. Exposed line survey and maintenance (on bridges, exposed valve assembly, etc.).

8. Line locates and facility marking.

9. Up rating pressure of main (monitoring).

10. Pit (vault) maintenance (water removal, painting, minor modifications).

11. Minor cutouts and repair of lines (installation of clamps, welds, etc.).

12. Cathodic protection checks and related repair.

13. Sign and marker installation/replacement.

14. Relief vent line inspections.

15. Maintenance and repair of telemetering equipment.

16. Land surveying.

17. Painting aboveground facilities.

18. Grass cutting or snow plowing.

19. Trim trees or remove brush for existing line.

SECTION 27 - PRIVATE UTILITY FACILITIES

A. General

All private utility facilities shall meet the requirements of this UAP in the same manner as applies to a utility and shall be designed, constructed, operated, and maintained as described in the specific policies for communications, electric, and fluid or gas lines, whichever more closely resembles the purpose of the facility.

B. Additional Requirements

Based upon the proposed private utility installation's potential for damage to the Town highway or the environment, the Town may require the following to be submitted with a permit application form:

1. Evidence of commercial general liability, workers compensation and employer's liability, and commercial motor vehicle liability insurance.

2. A certificate of insurance which names the Town as an additional insured.