

CITY OF EAST RIDGE OFFICE OF STREET DEPARTMENT



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MAYOR**

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East Ridge, TN 37412
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6-214. STANDARD SPECIFICATIONS PACKET 2024

**STREET CUTS AND EXCAVATIONS,
BACKFILL AND COMPACTIONS**

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Permit required

It shall be unlawful for any person to make any excavation in any street, curb, alley, or public right-of-way, or to tunnel under any street, curb, or public right-of-way in the city without first having obtained a permit from the building and codes department and complying with the provisions of this section. It shall be unlawful to violate, or to vary from, the terms of any such permit; provided, however, any person maintaining pipes, lines, driveways, or other facilities in or under the surface of any public right-of-way may proceed with an excavation without a permit when emergency circumstances demand the work to be done immediately and provided further that the person shall apply for a permit thereafter on the next working day. (1993 Code, § 12-101)

Applications

Applications for such permits shall be made to the building and codes department and shall state thereon the location of the intended excavation or tunnel, the size thereof, the purpose thereof, the name of the person doing the actual excavating, and the name of the person for whom the work is being done. The applicant shall disclose any foreseeable lane or sidewalk closures or detours during excavation. As a condition of issuing a permit, all applicants must agree in writing as part of the application to comply with all ordinances and laws relating to the work to be done. The building department may refer such application to the city engineer or traffic engineer for review and comment when a professional opinion on the propriety of issuing a permit or condition to attach thereto is needed. The action of the building department in granting or refusing a permit shall be final, except as it may be subject to review at law. A permit may be refused for the following reasons:

- (1) The proposed excavation should be redesigned to mitigate a potential safety hazard;
- (2) The proposed excavation should be redesigned to mitigate damage within the right-of-way;
- (3) The proposed excavation cannot be safely made in the street right-of-way;
- (4) The proposed restoration plan does not meet the minimum standards for restoration;
- (5) The applicant has willfully failed to comply with conditions of prior permits issued to the applicant; provided that such disqualification shall be removed upon correction of any such defects;

Fee

(1) The fee for such permits shall be two hundred dollars (\$200.00). This fee is to cover the costs of inspection of backfill, and asphalt or concrete patch of up to forty-eight (48) square feet. Any excavation larger than forty-eight (48) square feet shall require an additional fee, to be determined by the public works director based on the size of the excavation.

(2) In addition to the fee(s) set forth in subsection (1), there shall be an additional fee imposed when any street cut results in any section of a city street having street cut(s) that comprise twenty percent (20%) or more of any five hundred foot (500') section of that street.

(a) This additional fee will be equal to the city's cost of repaving that five hundred foot (500') section of that city street.

(b) This additional fee will be paid by the entity making the street cut. When more than one (1) entity is responsible for the street cuts within a particular five hundred-foot (500') section, the additional fee shall be prorated between the entities making the street cuts on a percentage basis. The percentage assessed to each entity will be equal to their percentage of the total street cuts that exist within a particular five hundred-foot (500') section. This assessment is illustrated by the following example: Assume Entity A makes a street cut in a particular city street that results in twenty percent (20%) or more of a five hundred-foot (500') section of that city street having street cuts. Assume further that after this last street cut is made there are a total of fifteen (15) street cuts within that five hundred-foot (500') section of that city street. Assume further that one (1) entity made ten (10) of those street cuts and another entity made five (5). The first entity would pay the city an amount equal to two-thirds (2/3) of the city's costs of repaving that five hundred-foot (500') section of the city street, and the second entity would pay the remaining one-third (1/3).

Deposit or bond

No such permit shall be issued unless and until the applicant therefore has deposited with the city manager a cash deposit. The deposit shall be in the sum of five hundred dollars (\$500.00) if no pavement is involved or one thousand dollars (\$1,000.00) if the excavation is in a paved area and shall insure the proper restoration of the ground and, laying of the pavement, if any. Where the amount of the deposit is clearly inadequate to cover the cost of restoration, the city manager may increase the amount of the deposit to an amount considered by him to be adequate to cover the cost. From this deposit shall be deducted the expense to the city of relaying the surface of the ground or pavement, and of making the refill if this is done by the city or at its expense. The balance shall be returned to the applicant without interest after the tunnel or excavation is completely refilled and the surface or pavement is restored.

In lieu of a deposit the applicant may deposit with the city manager a surety bond in such form and amount as the city manager shall deem adequate to cover the costs to the city if the applicant fails to make proper restoration. (1993 Code, § 12-105, modified)

Insurance

Each person applying for a permit shall file a certificate of insurance (or provide other proof in form and substance to be approved by the city attorney) indicating that he is insured, or the applicant shall provide an indemnity agreement with security satisfactory to the city attorney, against claims of personal injury or property damage which may arise from or out of the work, whether such performance be by the applicant, a contractor or subcontractor, or anyone employed by him. Such insurance or indemnity agreement shall cover collapse, explosive hazards, and underground work by equipment on the street, and shall include protection against liability arising from completed operations. The minimum amount of the liability insurance for bodily injury shall not be in an amount less than \$150,000 for each person and \$350,000 for each accident and for property damages in an amount not less than \$50,000 for any one (1) accident and an aggregate of \$100,000. (1993 Code, § 12-106, modified)

Street Closure Guidelines

For single-lane closures, the city shall be given 3-workday notice. This notice shall be provided in writing and include a traffic control plan, start date, approximate completion date, emergency contact information for the company performing the work, and the emergency contact for the company providing traffic control.

For complete street closures, the city shall be given 5-workday notice. Similar to single-lane closures, this notice shall be provided in writing and include a traffic control plan, start date, approximate completion date, and emergency contact information for the company performing the work and the emergency contact for the company providing traffic control.

If work begins without first submitting a traffic control plan, this will result in the immediate shutdown of work being performed.

The following city personnel must be notified for single and complete closures:

- City Manager – Brian Koral – bkoral@eastridgetn.gov
- Traffic Control Supervisor - Jeff Crowe – jecrowe@eastridgetn.gov
- Street Department Supervisor - Chris Vaughn – cvaughn@eastridgetn.gov
- Building Official - Michael Howell – mhowell@eastridgetn.gov

Manner of excavating street – barricades and lights

Any person making an excavation or tunnel shall do so according to Manual on Uniform Traffic Control Devices requirements and the specifications and standards issued by the city. Sufficient and proper barricades, lights and other traffic control devices shall be maintained to prevent accidents and injury to persons or property. If any sidewalk is blocked, a temporary sidewalk shall be provided which shall be safe for travel and convenient for users. No work shall be done which deviates from the plans approved unless a change of plan has been secured from the Street Department supervisor. All expenses of such safety measures and temporary sidewalks shall be borne by the applicant or owner. (1993 Code, § 12-107)

Manner of excavating street

- (1) In excavating any street, all material for paving or ballasting must be removed with the least possible injury or loss of the same and, together with the excavated materials from the trenches, must be placed where they will cause the least possible inconvenience to the public.
- (2) The permittee shall carry on the work authorized by the permit in such manner as to cause a minimum of interference with traffic. The permittee shall provide adequate warning signs and devices to warn and guide traffic and shall place the signs and warning devices in a position of maximum effectiveness. The latest editions of the Manual on Uniform Traffic Control Devices shall be used as a guideline for proper positioning of signs and devices.
- (3) Where difficult or potentially hazardous conditions exist, competent flagmen shall be provided to ensure a safe and orderly movement of traffic. Where insufficient traffic lanes exist because of street openings, adequate bridging shall be supplied by the permittee. When traffic congestion occurs in spite of all precaution, the permittee shall be responsible for providing a flagman. In the event the street department, traffic engineer or city engineer shall discover any hazardous excavation or unwarranted traffic congestion where flagmen have not been provided, he shall direct the permittee to immediately post flagmen. A failure to post flagmen following a directive shall be a violation of this section

(4) On main thoroughfares and congested districts, sufficient traffic lanes shall be kept open at all times to permit substantially normal traffic flow. Unless this can be accomplished, work shall be done only during the period between 9:00 A.M. and 4:00 P.M. or between 7:00 P.M. and 7:00 A.M., as the traffic control department may designate. The permittee shall notify the city police and fire department prior to any lane closure occurrence. (1993 Code, § 12-108)

- (a) In excavating any street, all material for paving or ballasting must be removed with the least possible injury or loss of the same and, together with the excavated materials from the trenches, must be placed where they will cause the least possible inconvenience to the public. All pavements, where trench excavations are to be made, shall be saw cut. Cutting the street with a jackhammer or a hoe-ram is not permitted.
- (b) The permittee shall carry on the work authorized by the permit in such manner as to cause a minimum of interference with traffic. He shall provide adequate warning signs and devices to warn and guide traffic and shall place the signs and warning devices in a position of maximum effectiveness. The latest editions of the Manual on Uniform Traffic Control Devices, copies of which are on file in the Traffic Control Department and may be used as a guideline for proper positioning of signs and devices.
- (c) Where difficult or potentially hazardous conditions exist, competent flagmen shall be provided to affect a safe and orderly movement of traffic. Where insufficient traffic lanes exist because of street openings, adequate bridging shall be supplied by the permittee. When traffic congestion occurs in spite of all precaution, the permittee shall be responsible for providing a flagman. In the event the Street Department or Traffic Control Supervisor shall discover any hazardous excavation or unwarranted traffic congestion where flagmen have not been provided, he shall direct the permittee to immediately post flagmen. A failure to post flagmen following a directive shall be a violation of this ordinance.
- (d) On main thoroughfares and in congested districts, sufficient traffic lanes shall be kept open at all times to permit substantially normal traffic flow. Unless this can be accomplished, work shall be done only during the period between 9:00 A.M. and 4:00 P.M. or between 7:00 P.M. and 7:00 A.M., as the City Street Department Supervisor may designate.
- (e) For backfill in roadway areas, the contractor shall provide six inches (6") of graded aggregate base above the utility's main line. From the top of the graded aggregate base backfill to the bottom of the paving, the backfill materials shall be flowable fill with a compressive strength of 200-250 psi in 48 hours. Flowable fill shall be placed a minimum of forty-eight (48) hours prior to the placing of the asphalt or concrete topping. Where it is impractical to use flowable fill because of terrain, slope, width of trench, or other situations, the materials for the backfill

in the roadway areas may be approved for cement-treated aggregate base at the sole discretion of the City Street Department Supervisor or Traffic Control Supervisor. Each 8" layer of backfill shall be thoroughly compacted by means of a mechanical tamp. Other backfill materials may be acceptable, but prior approval for the substitution shall be determined by the Street Department Supervisor or his designee.

- (f) Backfill for trenches within the sidewalk areas shall be compacted graded aggregate base instead of loose washed stone. Each 8" layer of graded aggregate base shall be thoroughly compacted by means of mechanical tamp.
- (g) If a perpendicular cut reaches the centerline of the roadway, the asphalt must be replaced from curb to curb and a minimum of ten (10) feet on each side of the centerline of the excavation.

Restoration/repair

Upon issuance of each permit, the street department supervisor shall specify minimum restoration standards applicable to the manner of excavating the street.

Maintenance

Any person who shall properly make any excavation or other change to the street right-of-way and shall have the same inspected by the Street Department Supervisor or his designee and shall be relieved from any liability for any defects due to inadequate workmanship or defective materials provided the excavation shall remain free from defects for twenty-four (24) months following installation. This is subject at all times during this twenty-four-month period to the approval of the Street Department Supervisor. In the event the permittee fails to maintain such restoration, after having received written notice from the Street Department Supervisor, the Street Department Supervisor will instruct the permittee's bonding agent to cause the proper restoration to be performed for the period required herein.

Supervision

The Street Department Supervisor or his designees shall inspect all excavations and tunnels being made in or under any public street, alley, sidewalk, or other public place in the city, and shall be responsible for the enforcement of the provisions of this chapter. Notice shall be given to him or his designees at least two (2) hours before the work of refilling any such excavation or tunnel commences. The Street Department supervisor or his designees are hereby authorized to issue stop-work orders on any job where the excavation or refilling is not being carried out safely, or in compliance with this chapter and the guidelines for restoration required in § 16-206 Ord. of Sept. 1995.

The Street Department Supervisor shall prepare and provide standard specifications for routine circumstances, which may be specifically referenced in the permit. Provided that where the work involved is greater in scope than provided for standard specifications as determined by the Street Department Supervisor, or the Traffic Control supervisor, the permittee shall be required to submit suitable plans of installation and street restoration for approval prior to the issuance of a permit.

The permittee shall replace or repair any portion of the right-of-way, embankment, pavement, shoulders, highway bridges and drainage structures, guardrail, private driveways, access roads or ramps or any other part of said street which may be disturbed or damages.

All debris, refuse and waste of any kind, which have accumulated upon the right-of-way as a result of construction, shall be removed immediately upon completion of construction operations. (1993 Code § 12-109)

Liability and responsibility for repair

Any person who shall make any excavation or other change to the street right-of-way shall be responsible for any defects which shall occur to any public facility due to inadequate workmanship or defective materials for as long as the public facility exists. Where excavating is done in the streets for the purpose, at the insistence of and for the benefit of the abutting owner, said abutting property owner and the person doing said work shall be jointly, severally, and strictly liable and responsible for the proper and sufficient repair of said street. The street department supervisor or his designees shall notify the applicant or owner of the need for repairs, except in the case of an emergency, and shall direct that such defect be corrected within a reasonable time. If the applicant or owner fails to make such repairs, fails to complete the work within the time limits of the permit, or in the event of an emergency requiring prompt action to protect the public health, safety, or welfare, then the city shall make the repairs or corrections at the expense of the applicant or owner. (1993 Code § 12-110)

Inspection

It shall be the responsibility of any person granted a permit to schedule an inspection of the permitted work by the City's Inspector Street Department Supervisor upon such conditions as may be specified in the permit. The utility or contractor making any changes to a City right-of-way, shall, at a minimum, have the following inspections performed by the City's Inspector:

- (a). After the repairs or installation of the new conduit or piping and before the graded aggregate base fill over the pipe has been placed;
- (b). During the placement of the flowable fill or other approved fill is the sole discretion of the City Street Department/Traffic Control Supervisor.

Final completion:

(c). Should inspections be required after normal working hours or on weekends, the contractor or utility making the changes to the City right-of-way, shall reimburse the City for the inspector's time at a rate to be determined in accordance with the personnel policies in effect at the time the repairs are performed.

(d). When it is determined that improper work has been performed in the City's right-of-way, the contractor or utility responsible for the work shall remove improper work and reinstall the work in accordance with the City Standards. If a permit was not obtained, the contractor or utility shall purchase a permit and the fee shall be double the normal fee. No future permits will be issued to the violating contractor or utility until the improper work has been corrected.

Temporary Restoration

The uses of Temporary cold patches and or steel plates, weather permitting, are permitted for street cuts. Plates must be secured to the pavement to prevent movement and noise by the use of pins and cold patches under and around the edges. Under no circumstances will the City permit a street cut to remain stone-filled without a cover as mentioned in this paragraph.

Weather Limitations

Do not place asphalt or apply bituminous coatings when the base surface temperature is less than 40 degrees, or the surface is wet or frozen. Utilize a temporary surface of a cold patch, four inches (4") in depth, if final restoration cannot occur due to weather limitations.

Restoration of Adjacent Surfaces

It is the permittee's responsibility to properly restore any and all adjacent surfaces disturbed by the action of work in the right-of-way to equal or better condition than existed prior to the start of work. Sidewalks, driveways, curbs, lawns or grass areas shall be restored. All work is to be done at the contractor's cost and expense to the satisfaction of the Street Department Supervisor and the property owner.

STREET CUT PERMIT FEE SCHEDULE

City of East Ridge Ordinance 843, Section 108.2.4

Street Cut Fee: \$200.00

Additional Fee for cutting 20% or more of a 500-foot section of roadway. This additional fee will be equal to the city's cost of repaving that five hundred-foot (500') section of that city street.

A separate permit is required for each property address.

STREET OBSTRUCTION AND EXCAVATION BOND

KNOW ALL MEN BY THESE PRESENTS, That we, _____
(Contractor) of East Ridge, Tennessee, as principal and _____ as surety,
are held and firmly bound unto the CITY OF EAST RIDGE in the Penal sum of TWENTY FIVE
THOUSAND (\$25,000) DOLLARS, FOR THE PAYMENT of which we bind ourselves, our heirs,
representatives, assigns and successors.

This bond obligation shall be in effect for twenty-four months beginning on the ____ day of _____,
20____. The condition of the above obligation is such that the above bonded _____
as the contractor has applied to the Building Department of the Department of Public Safety Division of
Building Inspection and Code Enforcement of the City of East Ridge to build or repair sidewalks, to make
openings or excavations in the sidewalks or streets, or to occupy under proper permits, parts of street or
sidewalks in connection with building operations.

NOW THEREFORE, if the said _____ as
contractor shall restore any street or sidewalk in which such work shall be done, and shall also indemnify
and save harmless the said City of East Ridge from all loss, damage or injury of any kind which may result
to the City of East Ridge by reason of such excavation or obstruction to any person, firm or corporation
occasioned by or resulting from such work, then this obligation shall be void and of no effect and
_____ as surety shall have no further obligation under this
agreement. It is further agreed that no act on the part of the City of East Ridge shall operate to void this
bond or in any way relieve the said principal or surety from all performance of its stipulations to pay up to
the full amount of this bond to protect the City of East Ridge against all loss, damage or injury of any kind
which may result to the City of East Ridge by reason of such excavation or obstruction as required by East
Ridge City Code §16-205.

WITNESS OUR HANDS AND SEALS THIS THE ____ DAY OF _____, 20____.

PRINCIPAL or CONTRACTOR

AUTHORIZED SIGNATURE

SURETY

AUTHORIZED SIGNATURE



CITY OF EAST RIDGE
OFFICE OF STREET DEPARTMENT
APPLICATION FOR STREET CUT PERMIT

Applicant: _____ Contact Person _____

Address: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail _____

24 Hour Emergency Phone (if different from above): _____

Location of Opening: _____ Size (in ft.): _____

Distance to Nearest Intersection: _____ Name of Intersection _____

Description of Work _____

Estimated Start Date: _____ Time: _____ End Date: _____ Time: _____

NOTIFY THE OFFICE OF CHRIS VAUGHN PRIOR TO ACTUAL START OF WORK
(423) 413-4857

DRAW A DETAILED SKETCH INCLUDING ALL MEASUREMENTS BELOW

	TRUE NORTH

See General Instructions

GENERAL INSTRUCTIONS

Permit Required.

You must have a Street Cut Permit in your possession while you work within any City Street where such work involves any of the following:

1. Opening of the street surface.
2. Installation, replacement, repair or adjustment of utility facilities or other structures.
3. Drilling of test, or vent holes.

Application Form

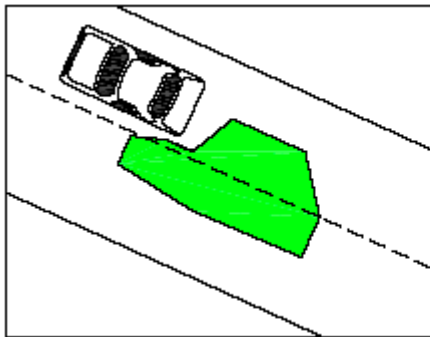
Complete all items on the face of this form. Describe in detail what work you intend to do, how you intend to perform the work, and the materials you intend to use.

To avoid delays, submit your application to the Building Department via the OpenGov portal or office at least 3 days prior to the anticipated start of work.

Street Cut Permit

Upon approval of this application you will receive your copy of the Street Cut Permit. The issued Permit may prescribe special conditions and restrictions, which are in addition to the City's Regulations. Failure to comply with all State regulations or City specifications could result in you being suspended from working within the City Right-of-Way.

NOT ACCEPTABLE



ACCEPTABLE

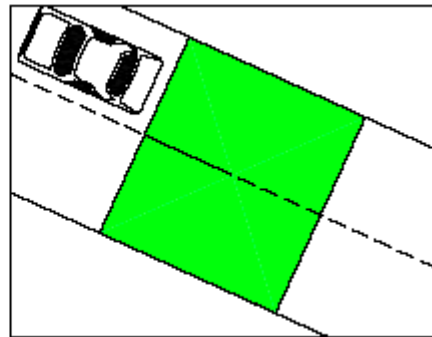
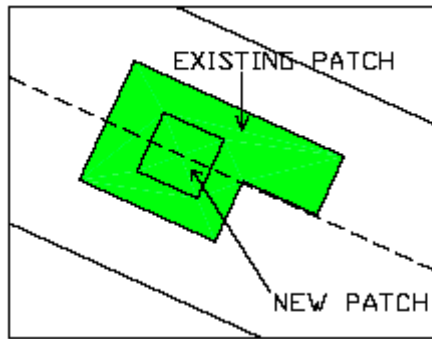


Figure 1: Do not construct patches with angled sides and irregular shapes.

NOT ACCEPTABLE



ACCEPTABLE

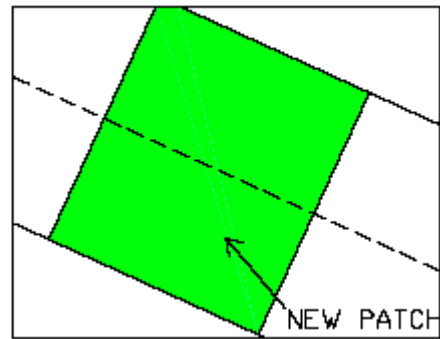
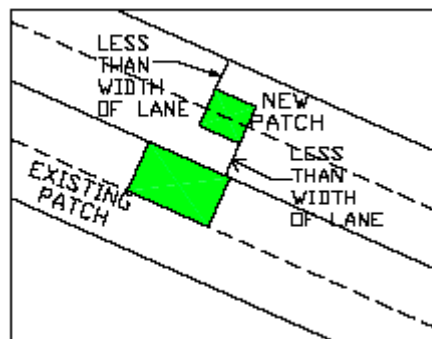


Figure 2: Avoid patches within existing patches.

NOT ACCEPTABLE



ACCEPTABLE

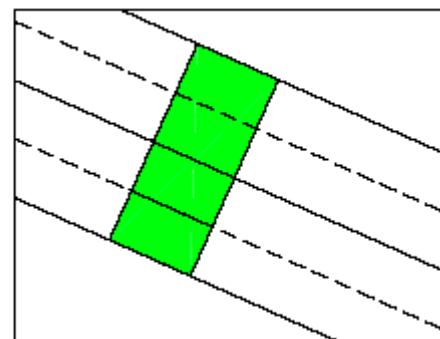
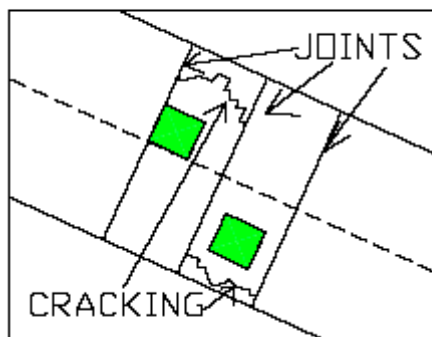


Figure 3: Do not leave strips of pavement less than one-half lane in width.

CONCRETE PAVEMENT

NOT ACCEPTABLE



ACCEPTABLE

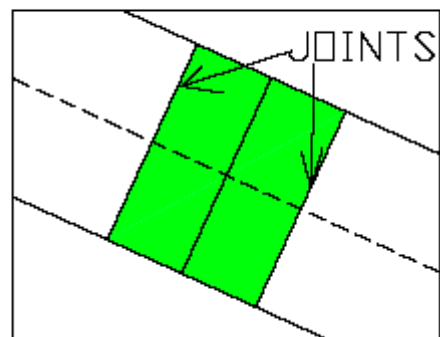
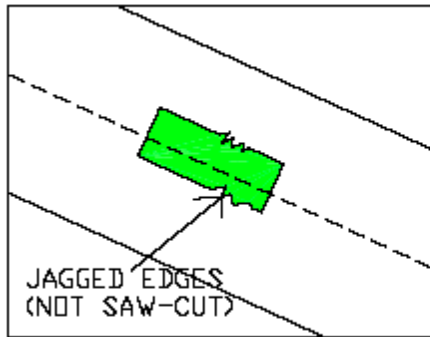


Figure 4: In concrete pavements, remove sections to existing joints.

NOT ACCEPTABLE



ACCEPTABLE

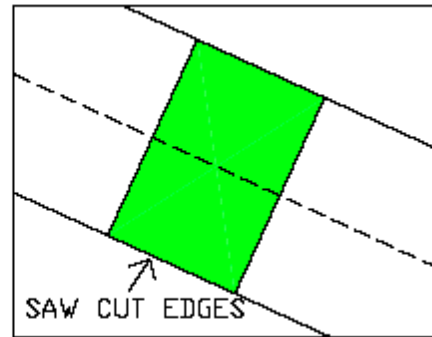
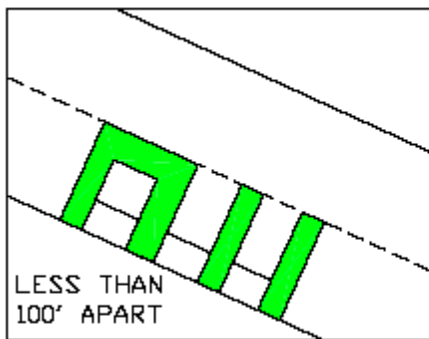


Figure 5: All edges shall be saw cut.

NOT ACCEPTABLE



ACCEPTABLE

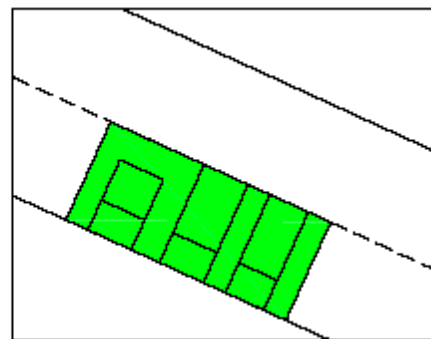
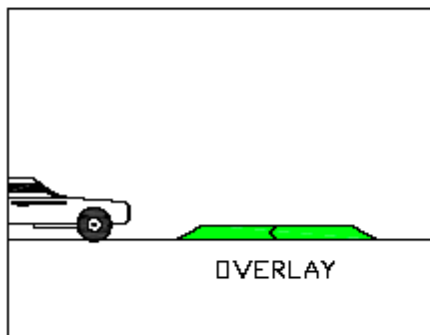


Figure 6: The patched area must include any existing patches within 10 feet

NOT ACCEPTABLE



ACCEPTABLE

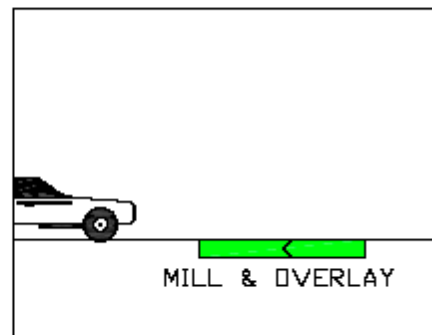
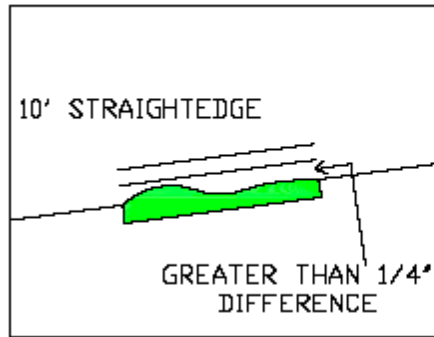


Figure 7: Patches may not decrease rideability.

NOT ACCEPTABLE



ACCEPTABLE

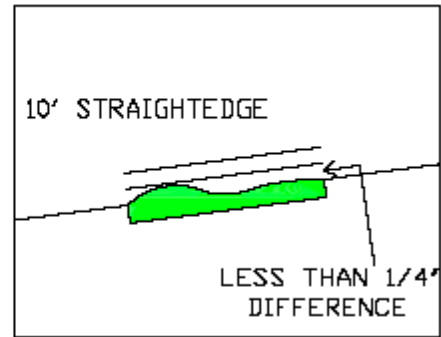
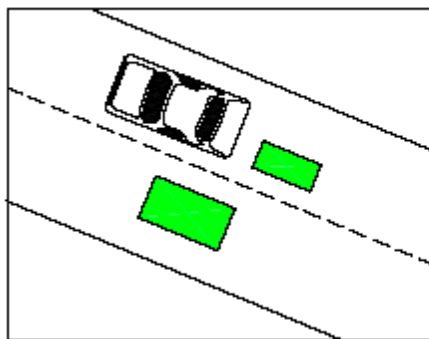


Figure 8: Surface tolerances for street repairs should meet the standard for new construction

NOT ACCEPTABLE



ACCEPTABLE

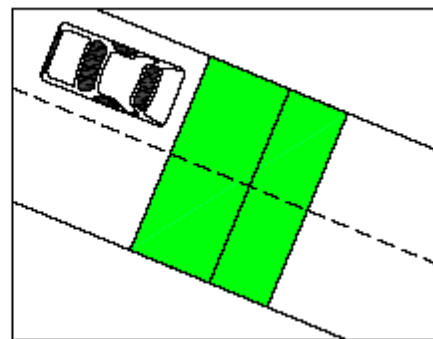
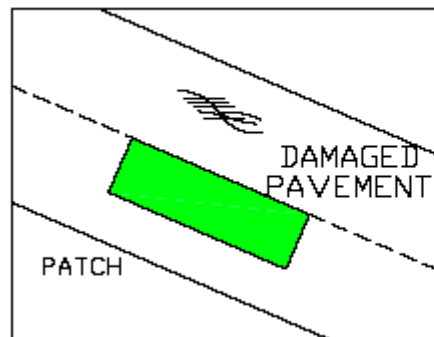


Figure 9: Do not allow the edges of patches to fall in wheel paths.

NOT ACCEPTABLE



ACCEPTABLE



Figure 10: Damaged pavement within 10 feet of a patch must also be patched.