

DIGGING PERMIT CHECKLIST

PROJECT NAME: _____ ACCOUNT NO: _____

UTILITY: _____

STREET ADDRESS: _____

UTILITY NUMBER: _____ .g.
A3724401, E9313-01, 24-910-01862, BC-53584-W)

UTILITY ENGINEER: _____

1. Plans must show:
(II, IX, A)

- a. plan view of utility path, including locations of pavement, curb and gutter and/or ditches (where applicable) and right-of-way.
- b. size and type of pipe/conduit.
- c. plan view of existing utilities including laterals and service lines (sewer, water, storm drain, forcemain) at possible conflict areas.
- d. typical location relative to curb and gutter, or right-of-way. (e.g. 3' behind face of curb)
- e. street name(s); subdivision name. (when applicable)
- f. location relative to nearest intersection.
- g. legend identifying codes and symbols used for installation.
- h. future right-of-way on roads with greater than 5,000 v.p.d. - utility should be located in the ultimate location. (II-IX, F)
 - 1) City Comprehensive Plan checked.
 - 2) Southeastern Virginia Regional Highway needs study checked.
 - 3) Chesapeake Master Road Plan Draft checked.
- i. If plans are not drawn to scale, dimensions must be included such that installation can be accomplished.

2. Depth: (II, IX, B)

- a. typical depth shown.

- ___ b. 24" minimum depth, 30" minimum under pavement.
(major roads and rural roads may require greater than 30" minimum)
- ___ c. Check Master Drainage topos to ensure utility will not conflict with ultimate drainage facilities.
- ___ 3. Clearances:
 - ___ a. Profiles required at conflict areas. (II-IX-G)
 - ___ b. 12" minimum vertical separation (this may be reduced to 6" when depth of existing utility is greater than 4'). ((II, IX, E)
 - ___ c. 5' minimum horizontal separation preferable; 2' absolute minimum (installation of warning tape required if separation less than 5'). (II-III, E)
- ___ 4. Pavement cuts shall be in accordance with streets policy. (II-III,X)
 - ___ a. No open cuts will be permitted for franchise utility service lines.
 - ___ b. All other must be bored or jacked with plan stating same. Location and size of pit shall be shown on plan. (II-IX, J)
 - ___ c. Pavement patch specified and correct.
- ___ 5. Placement of utility under ditches requires prior approval. Minimum 24" cover - check master drainage for ultimate inverts. (II-IX,D)
- ___ 6. Jacking or boring in the vicinity of water transmission mains:
 - ___ (a) Route to Utilities for comments.
 - ___ (b) The specific areas for which this requirement applies are as follows:
 - ___ 1. Battlefield Blvd. between the Northwest River Bridge and Volvo Parkway.
 - ___ 2. Cedar Road between Battlefield Blvd. and Dominion Blvd. and between Grassfield Road and Route 17.
 - ___ 3. Dominion Blvd. between Cedar Road and West Road.
 - ___ 4. West Road between Dominion Blvd. and Grassfield Road.
 - ___ 5. Grassfield Road between West Road and Cedar Road.
 - ___ 6. Greenbrier Parkway between I-64 and Hollowell Lane.
 - ___ 7. Galberry Road between Hancock Drive and Military Highway.

- ___ 8. Old Mill Road between Galberry Road and Westonia Road.
- ___ 9. Military Highway between Hampton Road Airport and Shell Street.
- ___ 10. Woodland Drive between Dock Landing Road and Jolliff Road.
- ___ 11. Jolliff Road between Woodland Drive and Jolliff Woods Drive.

- ___ (c) The above list of locations is intended to delineate the areas effected by this requirement as of the date of this checklist. Other locations may be added to this list as the water system expands. This requirement applies to all facilities jacked or bored in these areas regardless of the size of the facilities.

Please be advised that prior to digging any test holes in the right of way a permit must be obtained from this department. If any of the test holes are located in existing pavement appropriate patch details and traffic control plans will have to be submitted with the permit application.

___ 7. Street Lights (II-IX, K)

- ___ a. Route to Traffic Engineering.
- ___ b. Ensure acceptable location. (II-VII,C)

___ 8. Road Bond/State Projects:

- ___ a. Determine location of permit with respect to road project.
- ___ b. If within project limits, route to appropriate engineer.
- ___ c. Check appropriate plans - ensure no conflicts exist.

___ 9. A traffic control plan is required when work will block traffic lanes. Route to Traffic Engineering. (II-IX,I)

- ___ a. Verify plan is acceptable. (I-I-B)

___ 10. The City reserves the right to require additional information as necessary to ensure installation meets all City requirements or in situations including unusual or hazardous circumstances.