



Title: Street Excavation & Reinstatement Policy & Permit

Policy Number: 041

Resolution #: 17-471

Date Approved: December 5, 2017

PURPOSE:

To establish a procedure for the reinstatement of street infrastructure located in a public right-of-way.

AUTHORITY:

- Section 414 (2)(tt) of the *Municipalities Act, 1999*
- Council Discretion

PROCEDURE:

A security deposit is required as per the Town's current fee schedule and must be paid in full prior to any work being performed. Deposits received by the Town under this Policy for all work shall be retained as a warranty for a period as specified, and in the case of gravel roads, security deposits may be released in whole or in part upon the approval of the Director of Engineering and Public Works or designate.

Where asphalt reinstatement is required, the security deposit shall be retained as a warranty for a period, not less than twelve (12) months where asphalt is over ten (10) years old and twenty four (24) months where asphalt is ten (10) years old or less, from the date of reinstatement.

Where the street cut of disturbed area is greater than 25% of the street width, the reinstatement area will extend the entire width of the road.

Street excavation and reinstatement on provincially owned roads shall adhere to provincial policy as well as Town policy.

Failure to comply with all conditions of this Policy will result in the Town completing all required work and retaining the full security deposit. In the case where the cost of any work completed by the Town exceeds the security deposit the permit holder will be invoiced for the outstanding balance.

The permit holder shall be responsible for the following conditions:

1. Provide a letter from a Geotechnical or Engineering firm licensed to practice in the province of Newfoundland and Labrador confirming that backfilling, material, procedure, compacting and paving, if applicable, of the street cut has been carried out in accordance with Town policy. Failure to provide the consultant's letter will result



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in the Town excavating the area and backfilling it in accordance with proper procedures.

The name of the firm or individual contracted to complete the inspection procedure required as per the Policy shall be supplied to the Town prior to the issuance of a Street Excavation and Reinstatement Permit or a Water and Sewer Permit that requires street excavation.

2. Monitor and maintain the street cut in a condition acceptable to the Town and according to regulations from the time of the original cut until the end of the warranty period.
3. In the case of a paved road, the permit holder shall ensure that the street cut is repaved with new or recycled asphalt within seven (7) days of the original street cut.
4. In the case where the permit holder has permission from the Town to use temporary (recycled) asphalt to reinstate a street cut within the seven (7) day period, the temporary (recycled) asphalt shall be removed and replaced with new asphalt fourteen (14) days after the availability of asphalt (not recycled asphalt) suitable for reinstatement of the street cut on a permanent basis, to be verified by Geotechnical or Engineering firm representative.

If, after being given notice by the Town of the availability of new asphalt, the permit holder refuses to remove temporary (recycled) asphalt and replace it with new, the Town reserves the right without further notice to proceed to complete the work.

Street excavations are not permitted between November 15 and April 30 without approval from the Director of Engineering and Public Works or designate.

The permit holder and/or contractor is responsible for commercial general liability and automobile liability insurance on all vehicles performing work. The Town will assume **no** responsibility for claims or damages resulting from work covered under the permit.

All infrastructure works in this Policy are to be performed in accordance to the Town's Municipal Engineering Standards, Water and Sewer Regulations, and the provincial Municipal Water, Sewer and Road Specifications.



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STREET EXCAVATION WORKS

Scope of Work

The work to be done consists of all excavation and re-construction of the sub-grade for the street. The area from the bottom of all excavation to the top of all fill, when completed, shall be known as the sub-grade and shall be true to lines and grades as set by the Director of Engineering and Public Works or designate.

The finished sub-grade elevation shall be a minimum of 200mm below street grade compacted to 95% Standard Proctor Density (ASTMD 698-78) to allow for Class "A" road gravel to be placed to a minimum thickness of 150mm compacted to 100% Standard Proctor Density (ASTMD 698-78).

Backfill

Backfill material shall be deposited and spread in **compacted** layers not exceeding 300mm thick for the full width of the excavation, except that the Geotechnical or Engineering firm representative may order this thickness reduced if such thickness does not respond to compaction methods.

All fill used in backfilling shall be good quality pit run 6 in. minus. All stones larger than 100mm in greatest dimension shall be removed from the material comprising the top 300mm of the sub-grade. Material excavated from the street cut shall **not** be used for backfill unless permission is granted by Director of Engineering and Public Works or designate.

All reinstatement works must be completed within seven (7) days of excavation.

GRAVEL STREET REINSTATEMENT

Scope of Work

The Contractor shall reinstate all areas, surfaces, and features necessarily disturbed by the work of this contract. The Contractor shall supply and place on a prepared sub-grade, all Class "A" and Class "B" granular material.



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Procedure

The Contractor shall place all granular base in such a manner as to prevent contamination by other materials and to prevent segregation.

All granular for streets shall be placed in uniform layers such that the thickness of the compacted layer does not exceed 150mm. A minimum of 200mm Class "B" shall be placed and a minimum of 100mm of Class "A" shall be placed.

The materials shall be sprayed with water, when required to aid compaction or reduce dust nuisance or both. When water is added to aid compaction, it shall be applied immediately ahead of the compacting unit.

All granular for streets shall be compacted to not less than 100% of the Standard Proctor Density (ASTMD 698-78).

PAVED STREET REINSTATEMENT

Scope of Work

The Contractor shall reinstate all areas, surfaces, and features necessarily disturbed by the work of this contract. The Contractor shall supply and place on a prepared sub-grade, all granular base and asphalt materials.

Weather Limitation

Asphalt work shall be carried out only when the temperature of the air is seven (7) Degrees Celsius and rising and when not raining.

Depending on soil conditions and proper compaction, reinstatement works may have to be completed a second time. In such cases, the security deposit will be held by the Town until all required work is complete and accepted by the Director of Engineering and Public Works or designate.

Procedure

The contractor shall place all granular base in such a manner as to prevent contamination by other materials and to prevent segregation.



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For all paved streets, the contractor shall match thickness of existing granular and asphalt, with a minimum of 150mm Class “A” and 50mm of asphalt pavement.

Granular material shall be sprayed with water, when required to aid compaction or reduce dust nuisance or both. When water is added to aid compaction, it shall be applied immediately ahead of the compacting unit.

Before any placing of asphalt, the contractor shall place and compact all sub-grade materials to 95% Modified Proctor Density (ASTMD 698-78), including all granular material compacted to 100% Standard Proctor Density (ASTMD 698-78).

The area to be reinstated shall be agreed upon by the Director of Engineering and Public Works or designate. The contractor shall cut out the sections marked true and square with a saw or other means to expose a fresh vertical face clear of any broken or loose material.

The contractor shall cut the asphalt in clean straight lines. Transverse joints shall be perpendicular to the curb line with longitudinal joints parallel to the curb line. The area of asphalt to be removed shall extend at least 500mm outside the distressed area.

The contractor shall remove distressed asphalt and where a firm base is not present, the base and sub-base shall be removed to such depths as required to establish a solid foundation.

The contractor shall apply tack coat of asphalt cement to the vertical asphalt edges of the cut. Asphalt shall be laid from the edges of the cut and proceed to the centre.

A mechanical paver is to be used for all street cuts more than 1.5m wide. When a mechanical paver is used, not less than 300m of prepared grade shall be maintained in front of the paver at all times, except at the end of the paving operation for that day.

Asphalt shall be compacted to 97% of the Standard Marshall Test.

The finished surface shall be smooth and at the same level as the surrounding existing asphalt to the satisfaction of the Director of Engineering and Public Works or designate.



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CONCRETE REINSTATEMENT

Refer to the Town’s Concrete Curb, Gutter and Sidewalk Alterations Specifications.

PROJECT SIGNS

Scope of Work

All government regulations and those of other regulatory agencies must be adhered to. This includes proper signage, flag persons, etc., during construction, as per the provincial Municipal Water, Sewer and Roads Specifications. After the project is completed, these signs and posts shall be removed by the contractor.

TRAFFIC DISRUPTION/DETOURS

Refer to the Town’s Traffic Disruption Procedure.

REVISION HISTORY:

Revision	Resolution #:	Change Made:	Date:



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**STREET EXCAVATION AND REINSTATEMENT PERMIT
TO WORK IN A PUBLIC RIGHT-OF-WAY**

Failure to comply with the Street Excavating and Street Reinstatement Policy will result in the Town completing all required work and retaining the full security deposit.

In the case where the cost of any work completed by the Town exceeds the security deposit the permit holder will be invoiced for the outstanding balance.

The signing of this permit is acceptance and understanding of full responsibility to adhere to all items and conditions of the Street Excavation and Reinstatement Policy.

Owner: _____

Location: _____

Proposed Date of Excavation: _____

Latest Date of Paving, etc. (if applicable): _____

Signed this _____ day of _____, _____

OWNER'S SIGNATURE

CONTRACTOR

TOWN OFFICIAL

**GEOTECHNICAL/ENGINEERING
FIRM**

TAP-IN FEE: \$175.00 per connection (to be deducted from security deposit).

For further information, please contact the Town's Engineering Department at 834-6500 ext 301.



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**STREET EXCAVATION AND REINSTATEMENT PERMIT
TO WORK IN A PUBLIC RIGHT-OF-WAY
FOR THE PERIOD NOVEMBER 15 to APRIL 30**

The maximum time from the start of a street cut to reinstatement of asphalt shall be seven (7) days for the period November 15 to April 30. Asphalt shall not be cut for the purpose of connection to mains unless the permit holder or contractor can demonstrate that hot mix asphalt is available for reinstatement.

All street cuts from November 15 to April 30 shall be approved at the discretion of the Director of Engineering and Public Works or designate. All conditions for street cuts during this period shall be strictly enforced. All asphalt placed during this period shall be considered temporary and must be removed fourteen (14) days after permanent asphalt is available.

All street cuts shall be protected using proper barricades, signage, etc. All existing asphalt shall be square cut by saw or other acceptable method in order to create a fresh vertical face a minimum of 0.5 metres on each side of the excavation.

Temporary enclosure and temporary heat to prevent freezing of excavated material and exposed pipes shall be installed when and as directed by the Director of Engineering and Public Works or designate.

All material used for backfilling shall be approved by the Geotechnical or Engineering firm representative retained by the permit holder. Any material backfilled without approval shall be removed and replaced.

All items referred to above must be carried out only at the discretion and under the direction of Geotechnical or Engineering firm representative retained by the permit holder.

The undersigned hereby agrees to abide by the Street Excavation and Reinstatement Policy and all conditions as outlined above and attached.

Permit Holder

Date

Director of Engineering and Public Works

Date