



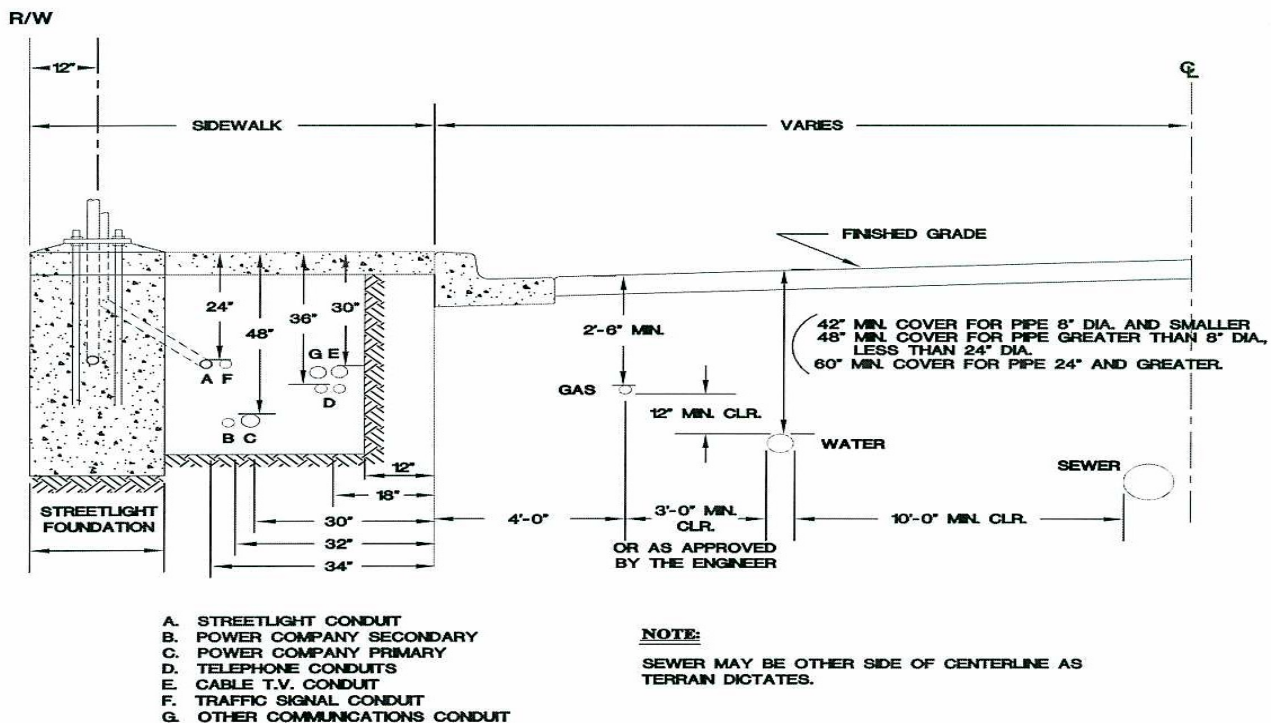
# Dry Utility Conduit and Appurtenance Locations

## Background

The City of North Las Vegas strives to provide a safe, orderly, and visually pleasing environment for our citizens. In order to achieve this goal, multiple policies have been put into place in regards to the placement and alignments for dry utility facilities.

## Policy

**Conduit:** All dry conduit and appurtenances must be placed behind the curb line per the Clark County Area Standard Drawing 501.1 (shown below). The conduits must be swept around flared intersections and bus turn out locations to remain at the back of curb.



**Appurtenances:** All underground accessory structures for dry utilities, including manholes and subgrade vaults, must be located at the at the back of curb location. As with the conduit, they must remain behind the curb at bus turnouts and flared intersection. Additionally, manholes or subsurface vaults are not permitted between the curb returns on driveways. All aboveground structures must be placed behind the curb and outside of the 5-foot sidewalk.

**Poles:** All existing utility poles and easements must be located within landscape strips. New distribution line utility poles are prohibited. If an existing distribution level utility pole is impacted by a proposed development, the pole will not be allowed to be replaced and the entire run of the wire for the frontage of the project must be placed underground. In the event a terminal pole is needed, it must be structurally designed to withstand the load of the wire and wind without the use of guy wires/anchors, which are not permitted.



## Dry Utility Review Procedure and Permitting Process

### **Purpose**

The City of North Las Vegas strives to provide transparent requirements to ensure consistent, efficient and expedient services. The purpose of this policy is to provide clear communication to Dry Utility Companies regarding the City of North Las Vegas' policy and procedure for the dry utility review process, and for licensed contractors, a clearly defined permitting process.

### **Franchise Agreement**

Any utility company requesting to install their facilities within City of North Las Vegas right-of-way must have an active franchise agreement. For companies seeking to enter into or renew a franchise agreement, contact City of North Las Vegas, Department of Public Works at (702) 633-1200.

For new franchisee installations within an existing private residential development that is maintained by a Home Owner's Association (HOA), the applicant must provide documentation to the City of North Las Vegas Public Works Department that the HOA has been appropriately notified. This documented proof of coordination is required prior to the City of North Las Vegas accepting the plans for review.

### **Dry Utility Plan Requirements and Review Procedure**

#### *Plan Requirements*

At a minimum, dry utility plans must contain the follow information:

- Project title block with name, utility company project number, address/location, date, sheet number(s); Vicinity map with north arrow
- City of North Las Vegas signature block
- City of North Las Vegas General Notes – *Standard Specifications and Standard Drawings for General Construction*. (attached)
- Show property lines, right-of-way (R/W), street centerline, public easements and their dimensions using symbols and abbreviation from RTC Uniform Standard Drawings #101 and #105
- Existing and proposed edge of pavement, curb, gutter, sidewalk/ADA ramps, etc. using symbols and abbreviation from RTC Uniform Standard Drawings #101 and #105
- Legend of existing and proposed utility installations and associated infrastructure repairs
- Proposed utility installations must be in compliance with RTC Uniform Standard Drawings #501 and 501.1
- Construction notes specifying trenching/boring, sidewalk removal/replacement, etc.
- Trench and bore limits with dimension from back of curb (BC), R/W and/or easement line
- Existing and proposed equipment (manholes, handholes, vaults, pullboxes, switching cabinets, transformers, pedestals, gas valves, etc.)
- All street names within the project work scope
- Proposed dry utility line/conduit must include size and dimension from BC, R/W or PUE
- Proposed Terminal Utility Poles are to include type and location (station and offset). For new / replacement installations guy wires are prohibited in the City of North Las Vegas. (Ref. attached Policy)

## *Review Procedure*

All dry utility plans shall be submitted directly to City of North Las Vegas, Department of Public Works (CNLV-PW), by the individual Utility Company. The City will not accept dry utility plans for review from contractors and developers. The procedure is as follows:

- Utility company shall email the plans for review to [dryutilityreview@cityofnorthlasvegas.com](mailto:dryutilityreview@cityofnorthlasvegas.com). At this point the plan will be assigned to a member of the CNLV-PW review team. The plan will typically receive an initial review within 2-3 weeks. When there are comments, the red-lined plan along with a Rejection Notice will be emailed back to the utility company to address the comments.
- The utility company will then address the comments and email the corrected plan directly to the assigned CNLV-PW reviewer. This process will be repeated until the plan is approved and the Plans Approval Notice is issued.
- The utility company then provides the Plans Approval Notice and a copy of the approved plan to the contractor so they can apply for the traffic control permit and offsite permit.

## **Permitting Process**

*Which contractor needs a permit?* Any contractor performing work within the public right-of-way must acquire their own permit. If the work involves multiple contractors, each contractor must acquire their own permit specific to their licensing classification.

*Plans Approval Notice* A *Plans Approval Notice* is issued by the City of North Las Vegas to the respective utility company upon approval of the plan and is required when applying for all Dry Utility permits.

*Traffic Control* If traffic control is needed, visit the CNLV portal at [eg.cityofnorthlasvegas.com](http://eg.cityofnorthlasvegas.com) > Apply > Public Works Permits (Offsite) > A) Traffic Control Plan (TCP). Upon completion of the TCP review, the invoice can be paid and the approved plan can be acquired from the portal.

*Note: If one contractor wishes to work under another contractor's TCP, the owner of the TCP must authorize it via letter. The letter must include the TCP number. Most of the letters read like this: (Contractor A) authorizes (Contractor B) the use of TCP #####-####."*

Although Traffic Control Plans are typically reviewed within four business days, please allow eight business days for review in your schedule.

*Dry Utility Permit* To apply for your Dry Utility permit visit the CNLV portal at [eg.cityofnorthlasvegas.com](http://eg.cityofnorthlasvegas.com) > Apply > Public Works Permits (Offsite) > C) Dry Utility > Upload Plans Approval Notice under step 5 "Attachments".

- A \$200.00 Plan Review Fee and \$75.00 Permit Issuance Fee will be applied. The contractor will receive an invoice via email, which is to be paid in the portal, after which the permit is then available to print, sign and upload to the portal. The permit becomes valid when the City of North Las Vegas receives a copy of the permit signed by the contractor.

Please allow two business days for offsite permit processing in your schedule.



## STANDARD SPECIFICATIONS AND STANDARD DRAWINGS FOR GENERAL CONSTRUCTION AND INSTALLATION OF DRY UTILITIES

### II STANDARD SPECIFICATIONS AND STANDARD DRAWINGS FOR GENERAL CONSTRUCTION

- A. All improvements shown on these construction drawings shall be implemented in accordance with the “Uniform Standard Specifications for Public Works Construction Off-site Improvements, Clark County Area, Nevada,” latest edition. Approved revisions to these Standards are posted on the Regional Transportation Commission of Southern Nevada website.
- B. Exceptions to these Standards are noted below:
- i. All provisions directly related to those procedures used to solicit competitive bids and to award and execute contracts for public agency projects.
  - ii. The City of North Las Vegas Trench Backfill Policy dated August 15, 1996, shall be implemented for this project. Copies of the Trench Backfill Policy can be obtained from the Department of Public Works, Construction Services Division, 2250 Las Vegas Blvd., N., Suite 610 North Las Vegas, Nevada 89030, 633-1206.
  - iii. The City of North Las Vegas Policy Regarding Grading and Construction On Or In Close Proximity To Geologic Faults and Ground Fissures. Copies of the policy can be obtained from the Department of Public Works, Construction Services Division, 2250 Las Vegas Blvd., N., Suite 610 North Las Vegas, Nevada 89030, 633-1206.
  - iv. Where allowed, curb and gutter having a design grade of 0.5 percent or less shall be constructed by forming. Form grades and elevations shall be verified prior to placement of concrete and water flow tested as soon after placement as curing allows.
  - v. “No parking” zones at curb returns, fire hydrant zones and school zones shall be painted red to the limits noted on the plans, or if not shown on the plans, to the limits established by the City of North Las Vegas Traffic Engineer.
- C. Modifications and clarifications to these standards are noted below:
1. The contractor shall make a project site visit with plans-in-hand prior to construction to confirm project constructability, and shall immediately notify the Professional of any constructability problems.
  2. Information noted on the plans concerning the existence and location of existing wet underground utilities and other underground structures were obtained by a search of available records. The City of North Las Vegas, Professional, and Owner make no assurances concerning the accuracy of such information. The Contractor shall exercise caution and use best available construction techniques to determine the actual location of and protection for all underground utilities whether or not they are shown on the plans. At a minimum, the contractor shall:

Call Before You Dig	<b>811</b>
Call Before You Overhead	1-702-227-2929
  3. The contractor is responsible for securing all project permits and complying with all terms and conditions imposed by the permitting agencies. Agencies other than the North Las Vegas Public Works Department that may have jurisdiction or regulatory authority concerning the project include:

City of North Las Vegas Building Department
Clark County Health District - Division of Air Quality Management
Nevada Department of Transportation
Nevada Department of Environmental Protection
US Army Corps of Engineers
Nevada Division of Water Resources
  4. The contractor shall provide at least seventy-two (72) hours notice to each of the following agencies confirming the scheduled start of construction:

City of North Las Vegas Construction Services email:	<a href="mailto:inspections@cityofnorthlasvegas.com">inspections@cityofnorthlasvegas.com</a>
Cox Communication	(702)385-3644
NV Energy	(800)227-2600
Century Link	(702)244-8004
Southwest Gas Corporation	(702)651-2111

5. The agency and their contractors are responsible for the installation of missing survey monuments and replacement of all existing survey monuments destroyed, damaged or disturbed during construction whether or not shown on the record improvement plans. Said work shall be done only by a Nevada Professional Land Surveyor in accordance with the Uniform Standard Drawings - Clark County Area. Prior to closeout of the permit and release of the project's surety/bond, the developer/contractor will be required to prepare a post construction Record of Survey in accordance with Nevada Revised Statutes 625.350 of all survey monuments set. A preliminary copy of the post construction Record of Survey shall be supplied to the City of North Las Vegas Survey Department for approval prior to recordation. All activities associated with the installation and replacement of monuments and preparation and recording of mapping will be at no cost to the City of North Las Vegas. If, prior to construction, the required survey monuments have been confirmed as existing and documented on the record improvement plans, and confirmation is provided that the survey monuments have not been disturbed, damaged or destroyed post construction, the requirement for the post construction Record of Survey will be waived by the City Surveyor.
6. The contractor shall exercise caution and use construction techniques to protect and preserve existing public and private features located in close proximity to or abutting improvements shown on these plans. Restoration of damaged features shall be accomplished by the contractor at the contractor's expense to the satisfaction of the City of North Las Vegas' representative.
7. The location of all sawcut lines for the project may be determined by the City of North Las Vegas if the location is not clearly shown on the plans or if existing conditions require adjustment to the location shown on the plans.
8. The contractor shall cooperate and coordinate with the City of North Las Vegas' representative in providing ingress and egress to abutting properties, and shall protect such properties from project related storm water and nuisance runoff by providing temporary positive drainage control.
9. Plantmix bituminous shall be finished to a height of between 3/8 inches and 5/8 inches above the lip of curb gutters and valley gutters.
10. Fog seal shall be applied to plantmix bituminous surfaces after all corrections and adjustments have been made.
11. Type V cement shall be used for all off-site improvements and the mix shall be designed for soluble sulfates in the subgrade of 1.5 percent or greater based on subgrade material sampling and testing. All mix designs shall be project specific and approved by the City of North Las Vegas representative prior to placements.
12. NATURAL GAS: All subterranean appurtenances that are located within the roadway limits shall be constructed to, and plated at subgrade level until such time as the aggregate base and plantmix bituminous surface has been completed. Thereafter, any surface items shall be adjusted to finish grade.
13. Utility boxes and vaults located in the sidewalk area are to be constructed to the finish design grade. In areas where construction of the concrete sidewalk is deferred to a future date, the elevation shall be consistent with the permanent finished design grade.
14. All off-site improvement subgrade must be certified by the Geotechnical Engineer of Record.

D. Notice to Contractors

1. Contractors must take all steps necessary to avoid contact with City of North Las Vegas underground facilities which may result in injury to persons or damage to facilities in the area. The locations of any such facilities depicted hereon are approximate, however, the final determination of the exact locations and the cost of repair to damaged facilities are the responsibilities of the contractor.