



Utility Site Plan Checklist

<u>New Submittal</u>	<u>Revised Submittal</u>	<u>Permit Extension</u>
1. Complete Encroachment Permit Application 2. Site Plan	1. Complete Encroachment Permit Application 2. Revised Site Plan 3. Redline Site Plan and Comments	1. Complete Encroachment Permit Application with Permit Number

Engineering Requirements

1. The site plan must include the following:
 - a. Applicant/ owner name, address, and phone number
 - b. Town of Queen Creek general notes
 - c. Blue Stake logo
 - d. Vicinity map showing major cross streets
 - e. North arrow, legend, sheet numbers
 - f. Legal description, address, parcel number, street names, etc. to clearly identify project location
 - g. Summary table showing total bore and trench footage, number of bore pits, peds, vaults, cabinet box, and all other equipment/ facilities
 - h. Unique Job Number/ Project Number (revised plans must be indicated on plan with revision date)
 - i. Stationing and scaled drawing
2. The site plan must depict the location and dimensions (including unit of measurement) for the following:
 - a. Right-of-way
 - b. Edge of pavement
 - c. Curb
 - d. Sidewalk
 - e. Existing utilities
 - f. Easements
 - g. Existing and proposed running line, bore pits, peds/vault, etc.
3. The site plan must provide details for all trench, bore, equipment/ facilities (pedestals, vault, cabinet box, etc.).
4. The site plan must provide vehicle sight distance clearance for all new pedestals, vault, cabinet box, etc. according to Town Standard Detail R-125.
5. Proposed running line, bore pits, and equipment/facilities must be in PUE where available, otherwise close to property line in ROW or where it is least impacted. The Town does NOT allow pavement cuts, unless there are not any other alternatives.

Utility Department Requirements

1. All dry utility installation and crossings shall be reviewed on a case-by case basis. Some guidelines are specifically identified below as a general aid in the design and planning. Actual requirements may vary based on site specific conditions or operation consideration.
2. Comply with MAG Uniform Standard Specifications and Standard Details unless otherwise noted and approved in project specific documents.
3. Maintain a minimum of 1' of vertical clearance between wet and dry utilities. Clearance is measured from outside to outside of nominal pipe sizes. A 2' horizontal clearance is allowed for pipes that run parallel for a maximum of no more than 50'. 5' of horizontal separation shall be maintained for parallel lines that run more than 50'.
4. Provide plan notation where utilities cross and need separation.
5. Provide continuous support and protection when wet utilities are uncovered.
6. Trench backfill compaction shall be MAG Type I or Type III. Water consolidation is not permitted next to wet utilities.
7. Utility crossings shall be made at 90 degree angles.

Traffic Control Plans (TCP) must be submitted separately to Town's Traffic Division