

Policy Statement No. 1-03
Engineering Division, Public Works Department
City of Rapid City

SUBJECT: Gas, Electric and Telephone Distribution Plan for New Subdivisions

AUTHORITY: Municipal Code Sections 16.20.040-O

PURPOSE: Clarify requirements for plans for private utilities in new subdivisions to provide for coordinated location of all utilities, public and private; to allow utility companies sufficient time to properly plan and design their facilities; to minimize construction conflicts in the field; and to ensure the long term integrity of infrastructure in the subdivision.

BY: Randall Nelson, Engineering Division Manager

APPROVED: Dan Bjerke, Director of Public Works

DATE: April 7, 2003

BACKGROUND: Rapid City Municipal Code Section 16.20.040-O requires that construction plans for subdivisions include a gas, electric and telephone distribution plan containing the following information:

1. Location of all poles or subsurface facilities as necessary to serve each lot or parcel of land within the subdivision, and, where necessary, to abutting property,
2. Required easements, including anchor easements for guy wires;

POLICY:

1. A Utilities Distribution Plan showing the proposed general location of private utilities, including gas, electric, and communications, shall be included with plans for developments located within the City's 3-mile platting jurisdictional area;
2. The Utilities Distribution Plan shall show the proposed location of subsurface and above ground utilities and appurtenances in relation to property lines, curb lines, and public utilities. Generally, the proposed locations of utilities shall be as shown in the typical street cross section figures in the Street Design Criteria Manual;
3. The Utilities Distribution Plan shall show the entry point(s) to the subdivision of any offsite utilities necessary to serve the proposed development;
4. The Utilities Distribution Plan shall include only primary or main lines and does not need to include size, material type, capacity, secondary or service lines, or other detailed information;
5. The appropriate trench detail(s) as provided by the Rapid City area utilities companies, shall be included on the Utilities Distribution Plan;

6. If primary utilities facilities are proposed to be installed outside of ROW they shall be located in dedicated utilities easements;
7. Utilities shall not be located in major drainage easements except at crossings or where alternative locations are not practical;
8. As a condition of approval of the construction plans by the Engineering Division, the Utilities Distribution Plan shall be approved by the private utility companies with either a sign-off letter or an approval stamp and/or signature on the Utilities Distribution Plan.

Approved by Council on: _____