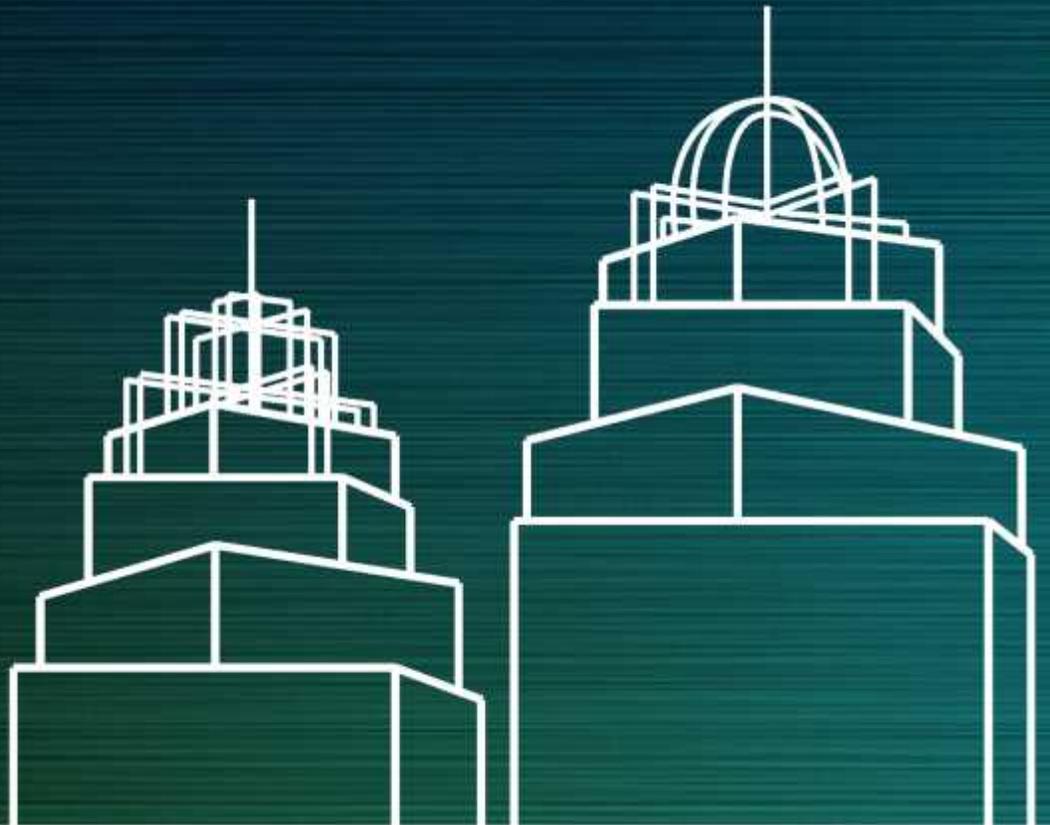


Utility Permit Policy Update

September 6, 2016



Regulation of Utilities:

- In general, public utilities are allowed to utilize public rights of way to provide services for the public good
- Utilities are regulated on the state level by Public Service Commission (<http://www.psc.state.ga.us/Default.aspx>)
- Georgia Code § 32-4-92 (2015)
 - A municipality may grant permits and establish reasonable regulations for the installation, construction, maintenance, renewal, removal, and relocation of pipes, mains, conduits, cables, wires, poles, towers, traffic and other signals, and other equipment, facilities, or appliances of any utility in, on, along, over, or under any part of its municipal street system and of a county road system lying within its municipal limits.
 - However, such regulations shall not be more restrictive with respect to utilities affected thereby than are equivalent regulations promulgated by the department with respect to utilities on the state highway system under authority of Code Section 32-6-174.
- City adopted the current utility permits policy on May 16, 2006
 - Policy allows for the City Manager to periodically refine and update as needed

Current Process:

- Permits are required by developers and utility providers to encroach into the right of way
 - The City does not issue permits for work on State Route 9/Roswell Road
- Permits are submitted to public works staff (review time is up to 14 days)
 - Via email to Utility Permit email address
 - Hand delivered at permit counter (community development)
- Permit is tracked in EnerGov
- Approval notices are generally submitted via email after application is approved
- Utility manager or assistant make field observations or investigate complaints associated with permits
 - Complaints are tracked in Lucity per current customer service protocol

Utility Permits and Inquiries:

- 746 utility permits to date for 2016
 - Compared to 193 for the first 8 months of 2015
- These represent an estimated total of 1.2M linear feet (227 miles) of aerial and underground work
- 81% of 2016 permits have come in the last 4 months
- 545 calls received from the general public to date for 2016
 - Compared to 564 calls received in all of 2015

UTILITY PERMIT ANNUAL COMPARISON		
	<u>2015</u>	<u>2016</u>
Month	No. of Permits	No. of Permits
January	3	34
February	2	31
March	20	48
April	35	29
May	21	113
June	34	163
July	32	179
August	46	149
September	58	TBD
October	36	TBD
November	38	TBD
December	37	TBD
Total	362	746

Current Utility Policy Requirements

- Notification to be performed by the utility:
 - Applicant required to give 24 hour notice to Public Works prior to commencement of activity
 - To include at a minimum:
 - Work plan and schedule
 - A plan for traffic control (if needed)
 - 24 hour phone contact for construction supervisor of activity



Current Utility Policy Requirements (continued)

- Restoration of right-of-way/easements/etc.
 - Within 48 hours of completed activities, the utility shall begin to restore the public right-of-way
 - All restoration to be completed within 5 to 10 business days
 - Typically includes the following: repaving of all roads, replacement of all sidewalk, removal of temporary utility markings, the removal of all barricades, obstructions, surplus excavation material and the restoration of the appropriate vegetation.
 - Written acceptance of the work by the City is required



Recommended Utility Policy Changes

- **Public Notification:**
 - Applicant shall notify the property owners no less than 72 hours in advance of work commencing
 - Notification shall be placed in a non-destructive method on the front door of each dwelling, office building, or place of business
 - Notice should contain at a minimum the following:
 - Utility performing work
 - Permit number
 - 24 hour contact name and numbers for utility and contractor
 - If project impacts more than five hundred (500) feet of underground work, applicant must provide roadside signage at each end of the work zone (30” wide x 36” tall)

NOTICE OF UTILITY WORK

DATES: 12/12/12 - 12/12/12

COMPANY: ACME COMM.

CONTACT: JANE DOE

PHONE: 770-730-5600

EMAIL: JDOE@ACME.COM

**CITY OF SANDY SPRINGS PERMIT NUMBER:
999-99999**

Recommended Utility Policy Changes (continued)

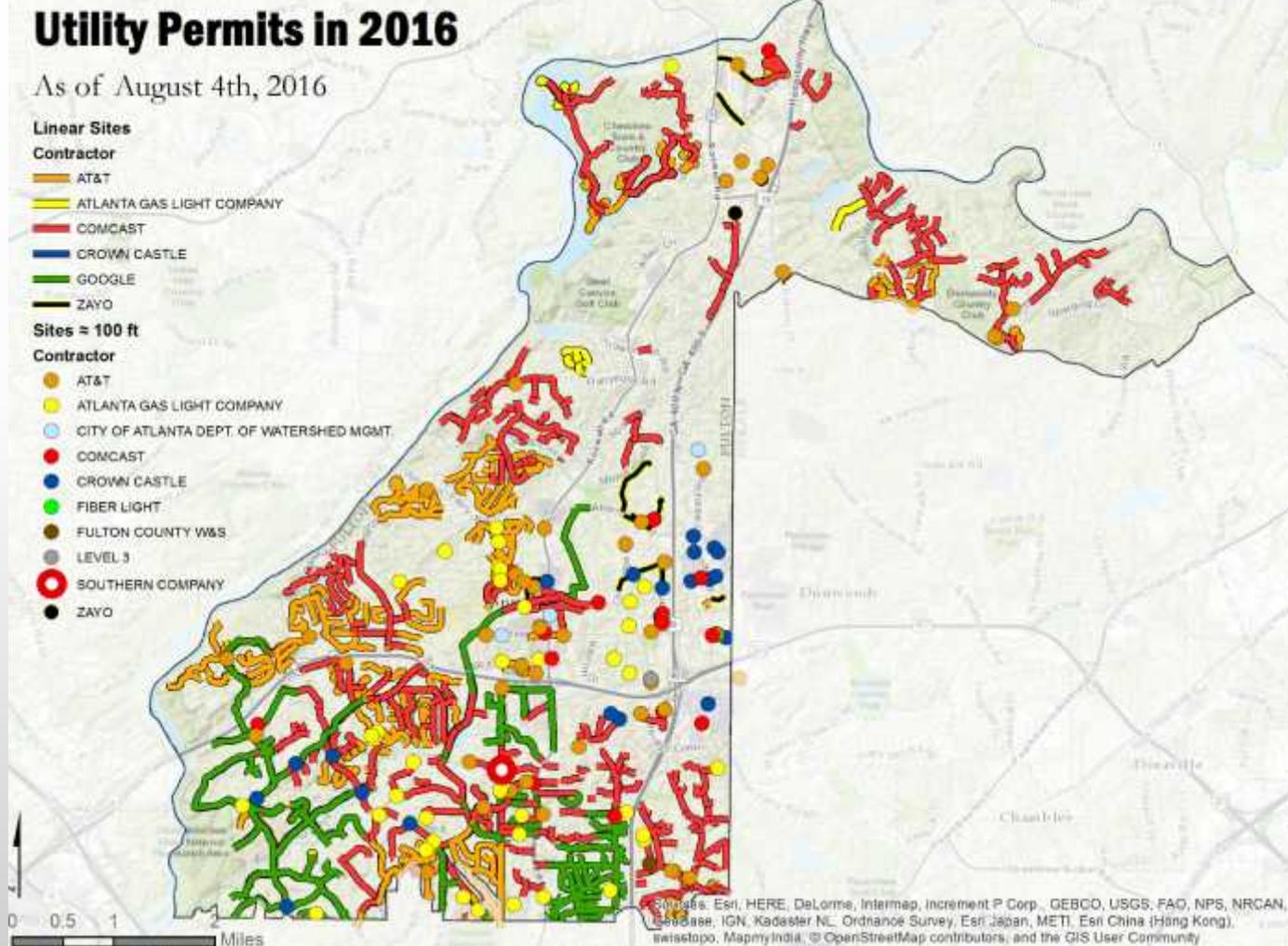
- Pre-Construction Requirement:
 - For work requiring the installation of more than five hundred (500) feet of underground work or a total road closure, a pre-construction meeting is required
 - Meeting to occur no less than 72 hours in advance of beginning construction
 - Would require at a minimum one (1) contractor representative, one (1) utility representative, and one (1) CoSS representative



SANDY SPRINGS

Utility Permit Map

- Additional source of public information
- Staff plans to publish a link on the City's website within the next 10 to 14 days
- Map will be updated weekly as permits are approved



Permit Enforcement

- Violators may be Cited by enforcement personnel pursuant to O.C.G.A. § 15-10-63 and any successor statute
 - Citations and stop work
 - Violators shall be subject to one or more of the following penalties
 - Civil penalties
 - Criminal penalties (up to 60 days in jail)
 - Restitution
 - The cost incurred by the city to repair any damage to the public right-of- way
 - The cost of any injury or damages to persons, property, product, and/or loss of service resulting from the violation
 - Continuous and repeated violations may result in revocation of permit



Questions