

TITLE 7

STREETS AND SIDEWALKS

TITLE 7

STREETS AND SIDEWALKS

Chapters:

7.04	Sidewalk Specifications
7.05	Storm Water Project Specifications
7.20	Excavation Policy

Chapter 7.04

SIDEWALK SPECIFICATIONS

Sections:

7.04.010	Standard sidewalk widths
7.04.020	Placement of telephone or electric utility poles in sidewalks
7.04.030	Placement of shade trees
7.04.040	Curb line radius and fire hydrant placement
7.04.050	Penalty for violations

7.04.010 Standard sidewalk widths. On 50 foot wide streets, a space of 8 feet wide shall be designated as a sidewalk space, measuring from the lot line out toward the center of the street; on both sides of each street; and to be divided: 6 inches in width for a curb space, 2 feet in width for a tree planting space, and telephone and electric light pole space, and the balance of said 8 foot wide space is to be used for a 4 or 5 foot wide sidewalk.

On 30 foot wide streets, a space of 6 feet wide shall be designated as a sidewalk space, measuring from the lot line out toward the center of the street; on both sides of each street; and to be divided: 6 inches in width for a curb space; 2 feet in width for a tree planting space, and telephone and electric light pole space; and the balance of said 6 foot wide space is to be used for a 3.5 foot wide sidewalk. (Ord. 5, S1, Mar. 25, 1929)

7.04.020 Placement of telephone or electric utility poles. All telephone or electric light poles shall be evenly spaced between all street intersections, and placed on the lot line of each such street intersection, in said aforesaid designated pole line space.

All present placed poles not so positioned, are to be permitted until alterations thereon will become necessary, or street improvements are to be made there along, when then such poles are to be relocated into their proper positions. (Ord. 5, S2, Mar. 25, 1929)

7.04.030 Placement of shade trees. All future planted shade trees are to be so spaced so as to be reasonably clear from any wire or cable poles. (Ord. 5, S3, Mar. 25, 1929)

7.04.040 Curb line radius and fire hydrant placement. All curb line intersections are to be reserved for their proper radiuses and for the sewer inlet castings. All north-east street intersections, on the curb lot line points, are to be reserved for future fire hydrant positions. (Ord. 5, S4, Mar. 25, 1929)

7.04.050 Penalty for violations. All violations of these regulations and provisions of this chapter are punishable by a fine of \$5.00 for each such offense, and each day that such regulation is violated shall constitute a separate offense. (Ord. 5, S5, Mar. 25, 1929)

Chapter 7.05

STORM WATER PROJECT SPECIFICATIONS

Sections:

7.05.010	Submission of Storm Tile Plans
7.05.015	Submission of Driveway Plan
7.05.020	Plan Approval
7.05.030	Second Inspection
7.05.040	Cost Responsibility
7.05.050	Future Maintenance
7.05.060	Easements
7.05.070	Penalty for Violations

7.05.010 Submission of Storm Tile Plans. Any property owner within the Town of Holland desiring to install tile and/or close storm water drainage ditches shall submit plans, including a time period for completion of the project, to the Holland Town Council at a regularly scheduled Holland Town Council meeting. An Employee of the Town of Holland shall inspect the storm water project and determine the size and specifications necessary for the project. (Ord. 07-04, S7.05.010, Sept. 8, 2010) (Ord. 07-04, S7.05.010, Aug. 8, 2007)

7.05.015 Submission of Driveway Plan. All driveways with access to public roadways shall be constructed in such a manner that it will not direct the flow of surface water drains upon a public roadway, and will not impede the flow of surface water drains along gutter, and or ditches that run parallel to such roadways and provide drainage from said roadways. Any property within the Town of Holland desiring to construct a driveway shall submit plans, including a time period for completion of the project, to the Holland Town Council at a regular scheduled Holland Town Council Meeting. An employee of the Town of Holland shall inspect the driveway project and determine the size of the specifications necessary for the project. (Ord. 07-04, S7.05.015, Sept. 8, 2010)

7.05.020 Plan Approval. After inspection by the Town Employee, the Holland Town Council shall vote and approve or disapprove the property owners plan prior to installation. (Ord. 07-04, S7.05.020, Sept. 8, 2010) (Ord. 07-04, S7.05.020, Aug. 8, 2007)

7.05.030 Second Inspection. After installation, the project shall be inspected again before the Town of Holland decides to take over ownership and maintain the storm water disposal system (among other things to ensure that the storm water disposal system is installed as designed). After second inspection, the Town of Holland Council shall vote and approve or disapprove ownership and continued maintenance of the storm water disposal system. (Ord. 07-04, S7.05.030, Sept. 8, 2010) (Ord. 07-04, S7.05.030, Aug. 8, 2007)

7.05.040 Cost Responsibility. The property owners shall be responsible for any and all costs involved in the storm water project and/or the driveway project including, but not necessarily limited to: materials, tile, storm boxes, grate, fill and labor needed to complete the

project. Employees of the Town of Holland shall not work on the project, the project shall be completed by independent contractors employed by the property owners or the property owners themselves. (Ord. 07-04, S7.05.040, Sept. 8, 2010) (Ord. 07-04, S7.05.040, Aug. 8, 2007)

7.05.050 Future Maintenance. It shall be the responsibility of the Town of Holland to maintain and repair the disposal system installed by the property owner if the Town of Holland takes over ownership of the storm water disposal system. The property owner shall keep the storm water drain clean and free of debris. (Ord. 07-04, S7.05.050, Sept. 8, 2010) (Ord. 07-04, S7.05.050, Aug. 8, 2007)

7.05.060 Easements. The property owner shall execute any and all easements allowing the Town of Holland to maintain and repair the storm water disposal system. (Ord. 07-04, S7.05.060, Sept. 8, 2010) (Ord. 07-04, S7.05.060, Aug. 8, 2007)

7.05.070 Penalty for Violations. All violations of 7.05.010 through 7.05.060 are punishable by a fine of \$25.00 for each such offense and each day that such regulation is violated shall constitute a separate offense and each day that such regulation is violated shall constitute a separate offense. The Town of Holland shall provide written notice of a violation of this chapter and if the violation is not corrected within fifteen (15) days, then the violator shall be fined as provided above. (Ord. 07-04, S7.05.070, Sept. 8, 2010) (Ord. 07-04, S7.05.070, Aug. 8, 2007)

Chapter 7.20

EXCAVATION POLICY

Sections:

7.20.010	Purpose
7.20.020	Application for Permit
7.20.030	The Excavation Permit
7.20.040	Underground Protection
7.20.050	Safety
7.20.060	Duration of Project
7.20.070	Cutting
7.20.080	Excavation
7.20.090	Insurance Coverage Limits
7.20.100	Applicant/Contractor Backfill Policy
7.20.110	Application for Excavation Permit

7.20.010 Purpose. The purpose of this policy is to establish quality standards for excavating in the Public Right of Way or Public Roadways within the Town of Holland. It is unlawful for any person, firm, or corporation to cut into, tunnel under, or make any excavation in any street, alley or other public place in the Town of Holland without having obtained a permit as it herein required. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.020 Application for Permit.

- (1) An application for a permit to cut, tunnel or bore into a city street and or city right-of-way must be filed at the Town of Holland, Holland Town Hall no less than two working days prior to any work being performed. No work shall begin until application is approved and excavation permit is issued.
- (2) Applications for Excavation Permits shall be submitted to the Town of Holland, Holland Town Hall. Application must include:
 - A. Permit fee: \$25.00
 - B. Proof of Insurance with the required coverage limits as set forth below.

The Town of Holland reviews the application and upon approval will issue permit and notify the appropriate personnel. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.030 The Excavation Permit. The Permit is an agreement that the applicant will comply with all ordinances and laws relating to the work being done. Notifies contractors that:

- (1) All work must pass inspections and testing as listed below.
- (2) All work must be to the satisfaction of the Town of Holland or their agents.

- (3) All work covered by permit must be conducted only during daylight hours. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.040 Underground Protection. The contractor is responsible for calling 811 or HOLEY-MOLEY. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.050 Safety. Where any public street or sidewalk is partially or completely closed to pedestrian or auto traffic, the traffic shall be prevented from entering the site or will be routed through the site by barricades and lights furnished by the contractor, and as specified and required by the Manual on Uniform Traffic Control Devices (MUTCD). (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.060 Duration of Project. Duration of project will be limited to five working days beginning from the start of excavation work and until the completion of the needed repairs and back filling of the excavated area. Any delays in schedule must be reported to the Town of Holland. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.070 Cutting. Prior to any excavation work, all hard surfaced roads (asphalt, chip/seal or concrete) will be saw cut to a minimum depth of four inches. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.080 Excavation. All excess excavated material shall be removed from right-of-way. Excavation shall meet all required safety standards and shall be barricaded to protect the public. The contractor is responsible for all traffic control devices, as required by the Manual on Uniform Traffic Control Devices (MUTCD) restoring all sidewalks and curbs to the standards of the Town of Holland, and overall cleanup of the excavated site. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.090 Insurance Coverage Limits.

General Liability

Aggregate BI & PD	\$2,000,000	Per occurrence BI & PD	\$1,000,000
-------------------	-------------	------------------------	-------------

Ordinance Compliance Bond \$5,000

Auto, owned or non-owned- Per Occurrence

Liability BI & PD	\$1,000,000	Uninsured/Underinsured Motorist	\$50,000
-------------------	-------------	---------------------------------	----------

Workers' Compensation Proof of Statutory Compliance Manufacturer's and Contractor's Liability

Aggregate	\$1,000,000	Per Occurrence	\$1,000,000
Property Damage	\$100,000		

Builder's Risk – 100% of Completed Value Minimum Deductible \$100.00
(Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.100 Applicant/Contactor Backfill Policy.

Contractor must schedule a time for excavation site visit by the Town of Holland to perform inspection and testing.

- Schedule at least one working day prior to beginning any type of backfilling.

All trenches and/or excavated areas must pass inspection by Town of Holland prior to backfilling.

- Any trenches that are filled prior to passing inspection will be subject to removal or fill by contractor.

All backfill products must be tested and approved by Town of Holland prior to its use in a roadway or right-of-way.

- Any untested or unapproved material will be subject to removal or fill by contractor.

Contractor must use APPROVED mix designs or flowable fill as follows:

- Central Concrete Supply, LLC
- IMI – State Approved 1710 Flowable Fill
- Flowable fill must remain able to be removed with a standard backhoe

Utility Trenches

- Utility trenches in roadway and 5 feet beyond the back of curb must be backfilled with Town of Holland approved “flowable fill”.
- Trenches must be filled with flowable fill to the bottom of the existing asphalt/concrete roadway.
- When finished with the work the asphalt or concrete shall be 12” wider on each side of the dirt trench.
- Trenches tunneled under existing sidewalk has been removed must be backfilled with compacted rock or flowable fill.
- Flowable fill must adhere to the standards set in the State of Indiana Special Provision 213 for Lightweight Dynamic Penetrometer. This includes
 - Minimal blow count of 7 for non-vibratory compaction
 - Minimum blow count of 12 for vibratory compaction
- The Contractor will protect site from traffic hazards.
(Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

7.20.110 Application for Excavation Permit. (Ord. 19-02, Apr. 3, 2019) (Ord. 19-02, Feb. 2019)

**TOWN OF HOLLAND
APPLICATION FOR EXCAVATION PERMIT**

DATE:

PLEASE READ AND UNDERSTAND THE UPDATED EXCAVATION POLICY

ADDRESS OF EXCAVATION: _____

REASON FOR EXCAVATION: circle appropriate items:

SEWER WATER GAS PHONE STORM DRAIN

PLEASE EXPLAIN THE SITUATION:

IDENTIFY TYPES OF PUBLIC PROPERTY TO BE DISTURBED:

STREET ALLEY SIDEWALK CURB PAVED
GRAVEL GRASS OTHER:

ESTIMATED START DATE: _____

OWNER NAME: _____

ADDRESS: _____

CONTACTOR NAME: _____

ADDRESS & PHONE NUMBERS: _____

ESTIMATED COMPLETION DATE: _____

****PLEASE ATTACH A DRAWING OF THE PROPOSED EXCAVATION****

I certify that this application is true and correct, and I agree to indemnify and hold harmless the Town of Holland and it's employees for any loss, liability or damage that may result or accrue from or because of the applicant's negligence in performing work under this permit, or providing the necessary barriers and warning devices, or disregarding any legitimate order of the Town of Holland, or its agents relating to excavation or tunnel.

Signature of Contractor

Date