

## **E14 PERMITS-STANDARD CONDITIONS**

City of Casa Grande Planning & Development, 510 E. Florence Blvd, Casa Grande, AZ, 85122

Phone: 520.421.8630

Submittal Email: [epermitscasagrande@gmail.com](mailto:epermitscasagrande@gmail.com)



**Inspection Request:** <https://casagrandeaz.gov/504/Engineering-Inspections>

**SCHEDULE PRE-CONSTRUCTION MEETING ONLINE PRIOR TO COMMENCING ANY WORK**

### **Notification Requirements**

The entity responsible for the work must adhere to the following notification conditions:

#### **1. Advance Notice for Alleyway closures:**

- A. If scope includes alleyway closure, applicant is to notify the sanitation department a minimum of 5 Calendar days prior to work commencing. The sanitation department may be reached via email at [Publicworks@casagrandeaz.gov](mailto:Publicworks@casagrandeaz.gov) or by phone at 520-421-8625.

#### **2. Advance Notice for closure of street, travel lanes or turn lanes:**

Electronic Vertical Message Board Notification shall be required for closure of street, travel lanes or turn lanes as follows:

- A. Full street closure or any Traffic Control Plan requiring a detour.
- B. Closure of travel or turn lanes on arterial and major collector roads as designated by the general plan or the City Traffic Engineer during week-day peak hours (7am-9am; 4pm-6pm) that will last more than two days.

Electronic Vertical Message Boards shall be placed a minimum of 5 Calendar days prior to work commencing. Said notice shall reflect the specific road or lanes to be closed, the dates and times for the closure and suggest the public use alternative routes if needed. The notice shall remain in place during the full time of the closure.

#### **3. Public Notification:**

- A. The Public Information Office will produce a public notification alert. The contractor shall be responsible to provided required information to the construction inspector as needed by the public information office.
- B. The permit holder is responsible for ensuring that notice is provided to all affected residents and businesses within a three hundred (300) foot radius of physical construction or barricade installations prior to the preconstruction meeting with City staff. The notice will occur at least seven calendar days before the commencement of barricading and/or construction. If more than two (2) weeks has elapsed between the pre-construction meeting and the start of construction, a second notification must also be provided prior to crews entering the right-of-way. If a resident or business manager is not available

for contact, then a door hanger or other such printed notification will be left at the location with the contact information of the utility company or their designated contractor

- Proof of notification must be provided to the City Inspector at the time of the preconstruction meeting. If more than two (2) weeks has elapsed between the preconstruction meeting and the start of construction, proof of the second notification must also be provided to the City Inspector prior to crews entering the right-of-way.
- Proof of notification must be in the form of a signed receipt of notification from a resident, business owner or HOA officer/representative; photos of door hangers delivered; certified mail receipts; or an affidavit signed by the utility company or their designated representative.

## **Temporary Traffic Control Requirements/Procedures**

The entity responsible for the work must adhere to the following standard permit conditions:

1. All traffic control shall be installed prior to start of construction.
2. Traffic control shall not be removed prior to final approval of construction by the Public Works Inspector unless the approved plan includes procedures that will allow the street/alley/sidewalk to be used prior to completion of the work and final inspection. Any temporary construction shall be detailed on the permit drawings.
3. Road closure plan should provide public notification to property owners/businesses that use closed roadway for access.
4. Road closure plan needs to consider the impact upon commercial/industrial transportation.
5. Construction near signalized intersections will have greater impact on traffic congestion; therefore, special consideration is needed. It is imperative that restrictions within 300 feet of traffic signals be minimized, including limiting their duration. At multi-lane signals, restrictions often require that a left-turn lane be converted to a through lane to add through traffic capacity. The Permit Holder shall provide a uniformed Police Officer in a marked police vehicle to manually allocate traffic signal override to prevent traffic congestion.

## **Ordinance Requirements**

The entity responsible for the work must adhere to the following standard ordinance conditions:

1. Construction work times near residential areas must adhere to **City of Casa Grande Noise Ordinance 9.24.040**  
**Construction of buildings or other projects.** Otherwise, the permit holder may apply for a noise exemption permit.

### **9.24.040 Construction of buildings or other projects:**

Construction in residential zones: From April 15 to October 15, inclusive, all construction or repair work conducted within 500 feet of a residential property must occur between 5:00 a.m. and 7:00 p.m. each day. From October 16 to April 14, inclusive, such work may only be conducted between the hours of 6:00 am to 7 pm. 2. Other Construction in Commercial or Industrial Zones: Construction and repair work in commercial or industrial zones (not located within 500 feet of a residential property zone), shall not begin prior to 5:00 am and must stop by 9:00 pm. 3. Weekends and Holidays:

Notwithstanding any other provision of this Section 9.24.040, construction or repair work shall not begin prior to 6:00 am on any Saturday and 7:00 am on any Sunday or state or federal holiday

2. Construction sites using temporary fencing, parking or storing construction equipment must adhere to **City of Casa Grande Temporary Use Permit (TUP) Ordinance 17.68.210.**

### **17.68.210. Temporary Use Permit Ordinance:**

In general. Uses permitted subject to special temporary use permit are those temporary uses which are required for the proper function of the community or are temporarily required in the process of establishing a permitted use, or constructing a public facility. Such uses shall be so conducted that they will not be detrimental in any way to the surrounding properties or to the community. Uses permitted subject to a special temporary use permit may include:

- A. Christmas tree sales
- B. Carnivals, circuses, special events of not over 72 consecutive hours
- C. Garage sales (limited to 60 consecutive hours)
- D. Tent revival meetings
- E. Model home or lot sales office
- F. Construction trailer or modular building (in conjunction with a permitted development/project)
- G. Fences for construction or Storage Yard for construction equipment and/or materials (in conjunction with a permitted development or public works project)
- H. Agricultural Sales
- I. Mobile Food Vendor
- J. Fireworks Vendor
- K. Clothing/Goods Donation/Drop-Off Boxes
- L. Special Retail Sales Event (in conjunction with an existing retail business) 10-day limit
- M. Temporary/Promotional Signs (4 times/year for 14-day periods in accordance with Section 604 of the Sign Code)

3. Construction Personnel shall abide by the following City Codes:

**13.08.460 Tampering with equipment prohibited.**

No person shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the municipal sewage works. (Prior code § 13-4-6)

**13.08.470 Unauthorized connections prohibited.**

No unauthorized person shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance without first obtaining a written permit from the sewer department.

**13.08.510 Violation—Penalty.**

A violation of any provision of this chapter is a Class 2 misdemeanor, punishable by a sentence of incarceration not to exceed four months, a fine not to exceed seven hundred and fifty dollars (exclusive of penalty assessments prescribed by law), or both.

Each day a violation of this chapter continues shall constitute a separate violation.

Each violation of any requirement of this chapter constitutes a separate offense.

(Ord. 1397.13.20 § 7, 2009)

## **Construction Requirements**

The entity responsible for the work must adhere to the following construction requirements:

1. All work shall conform to MAG standard details and Specifications or the City of Casa Grande Supplement thereof. The latter shall take precedence.
2. Permit holder or contractor shall follow MAG 108.4 in providing a construction schedule.
3. All Plans must contain the City of Casa Grande Standard Plan Notes found here: <https://casagrandeaz.gov/545/Engineering-Standards>.
4. Installation of pipe, fiber, or conduit shall be inspected and passed in 2500 linear feet increments.
5. Steel plates must be picked up when not in use and not stored in the right-of-way, PUE, in an alley, or along the frontage of a business or residential property.
6. The utility company is to inspect their work with the City providing periodic oversight. The City inspector will be responsible for inspecting the restoration of City facilities in accordance with city standards, MAG requirements and City Supplements to the MAG requirements. Tickets and test results must be given to the City inspector upon request.
7. For proposed ½ sack Slurry (CSLM), Slurry must aerate (air dry) for a minimum of two days prior to permanent pavement installation.
8. No private utilities, or infrastructure shall be constructed in the City right of way unless authorized by permit.



## **Utilities Emergency Notification**

In the event that the entity responsible for the work hits a **utility line**, they shall contact the following:

- **SW Gas Lines:** Should any contractor hit a gas line resulting in a release of gas they should call 911 and the SWG Tucson Dispatch number at 520-807-8998. Should any contractor need assistance with location or standby questions you may reach out to the following inspectors: Raul Tabanico- 602-723-6055, Gabe Pena 520-840-0528, Stephen Dailey- 602-309-5191
- **APS:** Blue Stake Issues: 811
- **ED2:** Jose Perez- 520-251-0823, Autumn McDermott-520-483-5456, Charles Kenney-520-251-1546
- **AZ Water:** During working hours 6am-4pm (520) 836-8785, Emergency After Hours (520) 709-1774

## **General Contacts**

- **Metronet:** 907-342-7941
- **Cox:** 1-877-696-1662
- **SCIP:** 520-723-6209
- **SCIDD:** 520-723-5408 ext 16
- **Kinder Morgan:** 866-762-8442
- **City Sewer:** 520-421-8625

## **Permit Requirements**

- If any of the conditions of this permit are not met, the permit is void.
- The Contractor shall schedule online with the Public Works Construction Inspector prior to any backfill, and also for a final inspection and acceptance of the work at the completion of the permitted work. The permit number will be needed when scheduling. The Contractor shall warranty all improvements for one year after the acceptance date. Failure to get a final inspection and acceptance of the work will extend the warranty period indefinitely.
- This permit, along with approved construction, traffic control & safety plans, shall be kept on site at all times.
- The City of Casa Grande reserves the right to suspend and/or modify the conditions of this permit should field conditions warrant. This shall include improper or inadequate construction techniques or a safety hazard on the work site, or to the public. The Contractor agrees to hold the City harmless for any delays in construction.
- The Contractor is responsible for ensuring that the safety of the work site and the public is maintained. OSHA safety and Arizona Blue Stake Laws shall apply to all construction activities.



## **Additional Permit Conditions**