



Marion County  
OREGON

Public Works Land Development Engineering & Permits  
5155 Silverton Rd NE  
Salem, OR 97305  
Ph. (503) 584-7714; Fax (503) 373-4418  
<http://co.marion.or.us/PW/Engineering/>

Utility Plan  
Construction  
Requirements

## Utility Construction Plan Requirements

Note: These Plan Requirements have been developed in order to provide guidance for Utility companies applying for Work in the Right-of-Way Permits. For non-Utility applicants follow the Marion County Engineering Standards and General Land Development and Event Permit Application.

1. The first page of the plans shall include a small general location map indicating the job site relative to the cross roads in the area.
2. At a minimum, the plans shall include the centerline of the County Road, the edges of the pavement (or gravel of graveled roads), the right-of-way lines, driveway access, adjacent large trees (over 6" in diameter) roadside ditch alignment and flow direction, County road culverts, with the size and condition of the culvert in the area of the work. Distances shall be called out from the utility to the edge of pavement, the sidewalk, the face of the curb, the road centerline, and the right-of-way line. Plans shall normally be at a scale of 1-inch equals 50 measured feet. Where more detail is needed, 1"=10' or 1"=20' should be used. Typical cross-sections shall be included which have distances called out from road centerline to the edge of the pavement, to the face of the curb, to the edge of the shoulder, to the utility, to the center of the roadside ditch, and to the right-of-way line. The sections shall also indicate the depth of the roadside ditches. The planned depth of cover shall be noted. Longer projects may require several typical cross sections as changes occur. Variations between sequenced cross-sections shall indicate an appropriate straight line change of the feature between the sections. Cross section scale shall normally be 1 inch vertical equals 5 feet measured.
3. New utilities in the public right-of-way shall comply with the installation locations on Standard Drawings 2 (Standard Utility Location for Urban Streets), 3 (Typical 22' Wide Turnpike Section and Utility Location for Rural, Local, and Collector Roads), and 4 (Typical 28' Wide Turnpike Section and Utility Locations for Rural Arterial Roads) of the Marion County Engineering Standards. Generally, utilities shall be placed as close to the right-of-way line as possible. Above ground potential traffic hazards shall not be placed on the outside of curves and in the safety overrun area beyond the curve. Poles shall be set at least 10' from edge of the pavement. See "Construction General Provisions" within the permit for other installation location restrictions/requirements.
4. New above ground utilities at street intersections and at driveway access locations shall meet the vision clearance requirements in the County Planning Urban and Rural Zoning Ordinances. There ordinances require that no object in the vision clearance triangles be 30" (preferably 24")

above the center of the road. "Vision Clearance Triangles" exhibit available on our website.

5. The method of installation shall be clearly labeled, such as trenching, boring, plowing, etc. All road crossings shall be assumed to be push/bore unless specifically labeled as "requested open cut".
6. Minor local area distribution facilities may typically be constructed above ground in the right-of-way and shall be placed as far back from the roadway as possible. Other major sites such as those used for transforming, regeneration, pressure reduction, meter stations, valve control, pumping stations, cellular phone towers, etc. should be constructed outside the right-of-way and should provide for off street parking for servicing the site. Bollards shall not be used to protect structures.
7. The County shall be supplied with an index of all abbreviated nomenclature of planned utility fixtures in the right-of-way if not called out in general non-industry terms such as: flush to ground 36" X 48" vault, 6" X 6" – 24" high pedestal, etc.
8. Surface vaults shall be flush with the ground, 5% down from the pavement and shall not conflict with the roadside drainage. The plans shall indicate the 5% down slope.
9. Plans shall indicate any area road striping will be eradicated. Arrangements must be made for the County to replace the stripe through a signed billable work order.
10. The County may require as-built plans.
11. Construction shall follow the approved plans and must be completed to the County's satisfaction. Field changes may be necessary in areas where the approved plans lack detail. Field changes require the County Inspector's approval.

G:\Engineering\LDEng&Permits\Permits\Annual & Utility Permits\Annual Permits\Attachments\Utility Construction Plan Requirements.docx  
Last Revised: 11/12/19