



Summit County Engineering Right-of-Way Permit FAQ's

Winter Season

- October 15th through May 1st each year
- Work in the roadway or within five feet of the roadway will not be permitted unless deemed an emergency
- Site plans must show distances from edge of roadway to edge of proposed trench, excavation and structure(s) for approval.
- Larger projects that are permitted will be asked to provide weekly updates via email letting us know about completions, and the upcoming weekly schedule of work. Communication is critical this time of year with added traffic and potential snowstorms to keep your projects moving forward.
- Inclement weather days please contact one of our public works inspectors to determine if work will be allowed for the day. If our snowplows are out, we ask that no work be allowed that day to help ensure the safety of contractors and our plow drivers.
- Parking, and storage of equipment and materials will not be allowed within the Right of Way from November 15th through April 15th without prior approvals
- Traffic control will need to be removed when work is not taking place and set back up before work begins.

(Safety is our priority, while our plows are out work may be placed on hold for the day.)

Structure Permit

- For reasons of safety and snow removal operations, no trees, structures, retaining wall, wall, landscape berms, utility poles, utility box, fire hydrant or other obstacle shall be placed in the right-of-way of a County Road without the necessary permit.
- Summit County shall not be responsible for damage during normal maintenance activities to any landscaping or structures placed within the right-of-way.
- Please refer to the chart below for Clear Zone Distances when placing non-yielding structures. (In no case shall a non-yielding structure be placed closer than those distances detailed on the table below.)

Clear Zone Distances (In feet from edge of driving lane)

Posted Speed	ADT	FILL SLOPES (FT)			CUT SLOPES (CUT)		
		6:1 or	5:1 to 4:1	3:1	3:1	4:1 to 5:1	6:1 or flatter
40 MPH or Less	Under 750	7-10	7-10	**	7-10	7-10	7-10
	750-1500	10-12	12-14	**	10-12	10-12	10-12
	1500-1600	12-14	12-16	**	12-14	12-14	12-14
	Over 6000	14-16	16-18	**	14-16	14-16	14-16
45-50 MPH	750-1500	12-14	16-20	**	10-12	12-14	14-16
	1500-6000	16-18	20-26	**	12-14	14-16	16-18
	Over 6000	18-20	24-28	**	14-16	18-20	20-22

** Structure shall be placed on the right-of-way line.

*ADT = Average Daily Traffic

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- All structures placed within the right-of-way shall be marked with a six-foot flag during the winter with a red or black flag attached to the top.
 - Areas that are known to drift, the pole height shall be extended to eight feet.
 - Apply for a structure permit on the [E360](#) portal found on the Summit County Engineering home page.
 - Any other questions please refer to [Ordinance 181-D](#), Appendix C for Structure Encroachments.

Excavation Permit

- Boring is the preferred method for crossing paved County Roads.
- Minimum bury depth of 24 inches below final surface grade is required.
- Steel tracks or outriggers shall not make direct contact with paved surfaces. Any other damage to paved surfaces shall be repaired to the satisfaction of the County Engineer at the applicant's expense.
- Only 100 feet of open trench are allowed during daylight hours.
- 20 feet of open trench is allowed during nighttime hours. Barricades must be lit at night.
- Flowable fill is required in a trench above the pipe zone unless another material has been approved by the County Engineer.
- **Compaction Requirements**
 1. Compaction results and material submittals must be sent in to engineer@summitcountyutah.gov for approval. A minimum of two moisture/density tests are required per lift of material.
 2. Compaction in the roadway or within five feet of the roadway shall be in 8-inch lifts to 95% of maximum dry density.
 3. Final one foot of the excavation is required to be compacted to 96% of the maximum dry density.
 4. Moisture content shall be within 2% of optimum as determined by AASHTO T-180 Method D.
 5. Areas outside of five feet from the edge of the roadway are required to be compacted to 92% of the maximum dry density.
- Asphalt surface shall be finished to within ½ to ¼ inch higher than the existing road surface.
- Tack coat is required between lifts and on all vertical surfaces.
- If the County Road has a sealcoat or chipseal the applicant is required to apply this surface seal within 30 days of completing the asphalt patch.

- Apply for an excavation permit on the [E360](#) portal found on the Summit County Engineering home page.
- Any other questions please refer to [Ordinance 181-D](#), Appendix A for Excavation Requirements and Specifications.

Road Closure Permit

- When any travel lane is impacted by work done within the County Right-of-Way that will be longer than 30 minutes a Road Closure Permit is Required.
- Not required when work is under 30 minutes. Competent flaggers will still need to be utilized if the work impacts a travel lane to direct traffic around the short-term closure.
- A traffic control plan must be submitted that is MUTCD compliant.
- A certificate of insurance must also be submitted.
- Email engineeringinspector@summitcountyutah.gov 24 hours before the closure.
- The applicant is fully responsible, at all times, for safety for the work zone, maintenance and upkeep of the signs, and road closure devices used. The applicant is also responsible for the removal of all signs, barricades, etc., and the notification of County Staff.

- Notification of appropriate public and private agencies impacted by the road closure must be coordinated by the applicant. **(See the partial list below for contact information).**

EMERGENCY	911
Park City Fire District	435-649-6706
North Summit Fire District	801-721-1905
South Summit Fire District	435-783-5506
Summit County Sheriff	435-336-3600 or 435-615-3600
Park City School District	435-645-5600
North Summit School District	435-336-5654
South Summit School District	435-783-4301
Blue Stake Center	800-662-4111 or 811
Rocky Mountain Power	800-221-7070
Questar Gas	800-323-5517
Qwest Communications	800-491-0118
Allwest Communications	800-532-5255
High Valley Transit	617-817-7769

- If the closure needs to be extended, a minimum of two days' advance notification and approval by the Engineering Office is necessary.
- Apply for a road closure permit on the [E360](#) portal found on the Summit County Engineering home page.