

COUNCIL WORKSHOP ITEM

ITEM: Amendment to Municipal Code, Chapter 19
DATE: May 19, 2003
PREPARED BY: Enza Petrarca, Village Attorney
Robert Schiller, Asst. Director of Public Works - Operations
Michael D. Millette, P.E., Asst. Director of Public Works - Engineering
PURPOSE: Approval by resolution

DISCUSSION:

The attached amendment to Chapter 19 of the Village's Municipal Code and related Right-of-Way Standards Policy address several issues.

First, a situation currently exists whereby the work performed by utility companies without existing franchise agreements (MCI, Williams, etc.) has been substandard as these companies have repeatedly ignored the Village's attempts to control its right-of-way. The proposed policy, which would be incorporated by reference should this amendment be adopted, sets the standards by which all non-franchised entities must adhere. The proposed policy is in keeping with our existing franchise agreements with ComEd, Nicor and SBC.

Second, right-of-way permit fees have not kept pace with the expenses incurred by the Village to administer them. Engineering has performed an analysis of these costs and recommends raising the basic permit fee from \$15 to \$45. The requirements for bonds have also been changed to fall in line with current practice and to better mesh with the new e-permitting system. Additionally, fees for inspection of tree planting have been added and related bonds increased.

Third, traffic control by all right-of-way permittees has degraded to the point where motorists and pedacyclists are at increasing risk. In order to better protect these users, the Traffic Division has updated and clarified the Village's traffic control procedures for construction zones. Some of the proposed Amendments increase the accountability of permittees and strengthen the Village's ability to enforce the traffic control standards.

ATTACHMENT:

Ordinance Amendment,
Right-of-Way Standards Policy

RECOMMENDATION:

The Legal and Public Works Departments request approval of this amendment.

DRAFT

Orig. 02/12/03

Rev. 02/20/03

ORDINANCE NO. _____

02/27/03

04/15/03

**AN ORDINANCE AMENDING CHAPTER 19 OF
THE DOWNERS GROVE MUNICIPAL CODE**

04/22/03

04/25/03

05/22/03

BE IT ORDAINED by the Council of the Village of Downers Grove, in DuPage County, Illinois, as follows: (Additions are indicated by shading; deletions by ~~strikeout~~.)

SECTION 1. That Chapter 19 of the Downers Grove Municipal Code is hereby amended as follows:

19-3. Definition.

Wherever the term "~~d~~Director of ~~p~~Public ~~w~~Works" is used in this Chapter, it shall refer to the ~~d~~Director of ~~p~~Public ~~w~~Works or his designee.

19-4. Inspection and enforcement.

The Village Manager shall designate inspection officers to enforce the various provisions of this Chapter, which officers shall have all the necessary powers and duties to enforce such provisions. The ~~d~~Director of ~~p~~Public ~~w~~Works shall issue all permits required under this chapter and shall have all the necessary powers to inspect permitted work and to enforce permit requirements. (Ord. No. 843, § 14; Ord. No. 1750, § 1; Ord. No. 3263, § 2.)

19-9. Emergency during snow storm—When to exist.

An emergency is declared to exist within the Village whenever snow falls to a depth of three inches or more during any period of twenty-four hours or less. Such emergency shall continue to exist for a period of forty-eight hours or until such earlier time as snowplowing and removal operations have been declared completed by the ~~d~~Director of ~~p~~Public ~~w~~Works. (Ord. No. 843, § 13.)

19-14. Access to streets and alleys; permit required; improvements.

No person shall construct any access across a parkway to improved or unimproved street within the Village without first obtaining a permit to do so from the ~~d~~Director of ~~p~~Public ~~w~~Works. This permit shall be issued if the following requirements are met:

(a) The access to the street will not create undue or unnecessary safety hazards; will not impede the safe and efficient flow of traffic and will be constructed in compliance with applicable laws, ordinances and specifications of the Village.

(b) If the street to which access is desired is not improved with asphalt pavement, storm sewers and curbs and gutters, it shall be improved as follows by the person seeking access in accordance with Village specifications approved by the ~~d~~Director of ~~p~~Public ~~w~~Works:

(1) Curbs and gutters shall be constructed along the side of any street to which access is sought to the limits of the property, if the nearest paved portion of that street is improved with curbs and gutters along one or both sides.

(2) Pavement at least twenty feet wide of material similar or equivalent to the material used for the nearest paved portion of that street or streets as determined by the ~~d~~Director of ~~p~~Public ~~w~~Works, shall be constructed along the side of the street or streets to which access is sought to the limits of the property and beyond to the nearest paved portion of that street or streets.

(3) Storm drainage shall be constructed along the street or streets to which access is sought to the limits of the property and connected to the nearest existing storm drainage in that street or streets. If the nearest paved portion of the street or streets is improved with storm sewers, then storm sewers shall be installed.

(4) Traffic signals shall be constructed along the street or streets to which access is desired if the property is used for other than single-family residential uses and if the traffic volume generated from development of the property meets the warrants established by the Illinois Department of Transportation.

(c) No person shall construct any access to an alley within the Village without first obtaining a permit to do so from the ~~d~~Director of ~~p~~Public ~~w~~Works. This permit shall be issued if the following requirements are met:

(1) Pavement ~~consisting of two inches of asphalt and ten inches of stone~~ shall be constructed **in accordance with Downers Grove construction specifications and** to the width of any existing improved alley, or if none of the alley is improved, to the limits of the alley right of way, along the alley to which access is sought to the limits of the property and beyond to the nearest paved portion of the alley.

(2) Adequate storm drainage shall be constructed so that storm water runoff from the property from which access to the alley is sought shall not cause damage to adjoining properties or erosion of the land. Such storm drainage shall be constructed in accordance with specifications as determined by the ~~d~~Director of ~~p~~Public ~~w~~Works consistent with the provisions of Chapter 26 of this Code which shall assure that upstream and downstream drainage problems shall not result therefrom.

(d) If the right of way to which access is sought has been improved after the effective date of this section pursuant to the requirements of paragraph (b) above, the person desiring access shall pay to the Village that portion of the original cost of the improvements installed within the right of way abutting his property to the center line of the right of way and the limits of his property. These recaptured costs shall be collected by the Village and reimbursed to the person who paid for the improvements when installed, when and if the Village collects these costs as aforesaid.

The Village Council, after a public hearing before the Plan Commission and receipt of the findings and recommendations of such Commission, may waive or vary any requirement of paragraph (b) above for good cause shown upon application by the person seeking access. (Ord. No. 2295, § 1; Ord. No. 2962, § 2; Ord. No. 3263, § 5; Ord. No. 3288, § 1.)

19-14.1. Certain construction activities; sidewalk improvements required.

(a) No person shall ~~construct any building~~ **improve any parcel** within the Village, except for accessory buildings and reconstruction or remodeling of or additions to existing buildings in any single-family or two-family residential zoning district, without first obtaining a sidewalk permit from the ~~d~~Director of ~~p~~Public ~~w~~Works.

(b) No person shall construct any building, except for accessory buildings and reconstruction or remodeling of existing buildings, or additions to existing buildings which amount to less than twenty-five percent of the gross floor area of such building, in any zoning district in the Village other than single-family and two-family districts, without first obtaining a sidewalk permit from the ~~d~~Director of ~~p~~Public ~~w~~Works.

(c) The permits required by paragraphs (a) and (b) hereof shall be issued if one of the following requirements are met:

(1) If any street abutting the property on which such construction is to occur is depicted on the map or schedule on file in the ~~p~~Public ~~w~~Works ~~d~~Department of the Village as a street on which sidewalk construction is to be required, sidewalks shall be constructed along the entire street frontage of such parcel; **in the case of a corner lot, the sidewalk shall be constructed along the access side.**

(2) If any street abutting the property on which such construction is to occur is not depicted on the map or schedule on file in the ~~p~~Public ~~w~~Works ~~d~~Department of the Village as a street on which sidewalk construction is required, the property owner shall pay a fee equal to the cost to the Village per

square foot for construction of the sidewalk abutting the property, as such fee is determined annually by the ~~Village Engineer~~ **Director of Public Works**. Such fees shall be utilized by the Village for construction of sidewalks as provided in paragraph (d) hereof.

(d) The Village shall establish four accounts for sidewalk construction to be utilized only for construction of new sidewalks in the Village. One account shall be for construction of new sidewalks in the northwest quadrant of the Village, west of Main Street and of Highland Avenue, north of 39th Street, and north of the Burlington-Northern **Santa Fe** railroad tracks; one account shall be for construction of new sidewalks in the northeast quadrant of the Village, east of Main Street and of Highland Avenue, north of 39th Street, and north of the Burlington-Northern **Santa Fe** railroad tracks; one account shall be used for construction of new sidewalks in the southwest quadrant of the Village west of Main Street, and south of the Burlington-Northern **Santa Fe** railroad tracks; and, one account shall be for construction of new sidewalks in the southeast quadrant of the Village, east of Main Street, and south of the Burlington-Northern **Santa Fe** railroad tracks.

(e) The ~~Village Engineer~~ **Director of Public Works** shall prepare and update annually a map or schedule of streets or portions of streets on which construction of sidewalks is to be required. In addition, the ~~dDirector of pPublic wWorks~~ shall administer the requirements of this ordinance and determine the streets or portions thereof on which sidewalk construction is to be required, pursuant to Village Council policy with respect thereto. Such policy shall be on file in the office of the Village Clerk and, together with the annually revised map or schedule, shall also be on file for public inspection in the ~~pPublic wWorks dDepartment~~ of the Village.

(f) Any person aggrieved by any decision of the ~~dDirector of pPublic wWorks~~ regarding construction of sidewalks abutting such person's property may appeal the decision within thirty days of the date thereof to the Plan Commission which shall hear and decide such appeal. Application for such appeal shall be in writing, accompanied by a one hundred dollar (**\$100.00**) application fee. The Plan Commission may either affirm the decision of the ~~dDirector of pPublic wWorks~~, or may reverse such decision. The procedure set forth in this paragraph shall constitute the only available administrative remedy for any person aggrieved by any decision of the ~~dDirector of pPublic wWorks~~ with respect to sidewalk construction and the determination of the Plan Commission on an appeal shall be the final administrative decision of the Village, from which any further appeals shall be to a court of competent jurisdiction. (Ord. No. 3288, § 2.)

19-15. Vehicles crossing curbs and parkways.

It shall be unlawful for any person to push, pull, drive or cause to be pushed, pulled or driven any wheeled or track-laying type vehicle, conveyance, machine, apparatus or equipment on, over or across, in whole or in part, any curb or parkway lying in or on a public street, except as provided in this section:

(a) Vehicles, as described herein, may be driven over parkways at driveways; and

(b) Vehicles, as described herein, may be driven over curbs and over parkways at other than driveways, provided that such curbs and parkways shall be adequately bridged and shored with suitable wooden or steel structures to protect such curbs and parkways from any damage whatsoever, and further provided that a permit to do so shall be obtained from the ~~dDirector of pPublic wWorks~~. (Ord. No. 2195, § 1; Ord. No. 3263, § 6.)

19-18. Reserved **Mailboxes on public rights of way.**

All mailboxes placed in Village parkways must be in compliance with all federal guidelines. The Village shall not be responsible for damage caused during snow removal to mailboxes not in compliance with federal guidelines.

19-22. Depositing, storing, processing material in streets and parkways.

It shall be unlawful for any person to deposit, process or produce any material, **including but not limited to any recreational items**, in or on any street or parkway or to store the same, either temporarily or permanently thereon; except, that building materials may be temporarily stored, processed or produced on streets or parkways if a permit therefor has been obtained as provided in the chapter, and except that temporary storage of construction debris may be temporarily stored on streets or parkways in a container provided by a scavenger for removal by such scavenger, if a permit therefor has been obtained as provided in this chapter. (Ord. No. 843, § 6; Ord. No. 3263, § 10.)

19-22.2. Removal of warnings prohibited.

It shall be unlawful for any person to move, remove, injure, destroy or extinguish any barrier, warning light, sign or notice erected, placed or posted in accordance with the provisions of this chapter, except upon permission of the ~~d~~Director of ~~p~~Public ~~w~~Works. (Ord. No. 3263, § 12.)

19-24. Application.

Application for a permit under this chapter shall be made on such forms as shall be provided by the ~~d~~Director of ~~p~~Public ~~w~~Works. No work shall commence until the ~~d~~Director of ~~p~~Public ~~w~~Works or his designee has authorized issuance of a permit therefor and such permit has been issued. For permits issued pursuant to Section 19-19 or any other permit which affects trees or shrubs, or will have an affect on trees or shrubs, in right-of-way or on Village owned property, the forestry division of the ~~p~~Public ~~w~~Works ~~d~~Department shall review and approve the permit before it is issued.

An application for a permit shall be accompanied by two copies of plans and specifications showing the work to be done, the time required to complete such work and the estimated cost thereof. When the permit is issued, one copy of such plans and specifications shall be returned to the applicant and the other retained by the ~~d~~Director of ~~p~~Public ~~w~~Works. (Ord. No. 843, § 17; Ord. No. 1750, § 1; Ord. No. 3263, § 13.)

19-26. Performance ~~Cash~~ bond required for certain permits.

With each application for a permit under Sections 19-14, 19-15, 19-17, 19-18 and 19-40, an applicant shall furnish a cash ~~performance~~ bond to guarantee faithful performance of the work covered by the permit.

The amount of the cash bond shall be not less than that specified in the schedule of Section 19-28. In lieu of a separate cash bond for each permit, an applicant anticipating more than one permit application may furnish one cash bond in the amount of ~~one~~**five** thousand dollars (**\$5,000.00**) to cover all permits.

The applicant shall deposit the cash bond with the Village Treasurer, and such bond so deposited shall be kept in a separate account and shall stand as security for the full and complete performance by the applicant of the work covered by such permit, subject to the following provisions:

(a) ~~The actual direct or indirect~~**If any direct** cost to the Village of any loss, damage, work, claim or liability ~~arising~~**arises** out of the breach by the applicant, or any contractor or representative of the applicant, in the performance of the applicant's obligations in connection with the work covered by such permit ~~shall be charged against and deducted from such cash bond upon written certification of such cost by the director of public works~~**the applicant shall forfeit its bond.**

(b) Upon certification by the ~~d~~Director of ~~p~~Public ~~w~~Works of completion of the work covered by such permit, the balance of such cash bond, ~~after making any deductions therefrom authorized by paragraph (a) of this section,~~ shall be refunded by the Village Treasurer to the applicant upon request.

(c) In the event that the ~~d~~Director of ~~p~~Public ~~w~~Works shall determine that additional ~~surety~~**bond** in excess of ~~one~~**five** thousand dollars (**\$5,000.00**) is required, the applicant shall furnish a cash bond; ~~or a commercial bank letter of credit in form and substance approved by the Village Manager and drawn on a bank located within a fifty mile radius of the Village, or a performance bond issued by a surety authorized to do business in the state of Illinois,~~ in an amount equal to that determined by the ~~d~~Director of ~~p~~Public ~~w~~Works.

If a ~~surety bond or~~ letter of credit is provided, it shall be dated on or before the date of permit application and shall be for a term to expire one year after receipt by the permittee of a certificate of final inspection. (Ord. No. 843, § 17; Ord. No. 1440, § 1; Ord. No. 1750, § 2; Ord. No. 3263, § 14.)

19-28. Inspection and Permit Fees.

(a) An applicant for a permit under this chapter shall pay a permit fee in the amount specified in the following schedule: **No permit shall be issued until the required permit fee is paid in full**

Schedule of fees

<u>Type of Work</u>	<u>Permit Fee</u>	<u>Bond*</u>
Bituminous Driveway approach (Black Top)	\$15.00 \$45.00	\$ 200.00 400.00
P.C.C. Driveway approach (Concrete)	\$45.00	\$600.00
New Curb and gutter removal and replacement	10.00 \$45.00	15.00 \$30.00 per lineal foot
Curb and gutter (Typical curb cut)	\$45.00	\$200.00
Public walk	No fee \$45.00	15.00 \$25.00 per lineal foot
Street opening removal and replacement		
1-50 sq. feet	20.00 \$45.00	200.00 \$400.00
51-100 sq. feet	30.00 \$60.00	1,000.00
101 sq. feet plus	30.00 10% of the estimated cost	1,000.00 \$5,000.00 plus a bond equal to 100% of the estimated value of the work in excess of \$15,000.00
Connection to storm sewer where street opening is not required	No fee \$130.00	25.00 \$200.00
Tree planting	\$30.00	\$0.00
Tree Bonding Protection	No fee	\$25.00
0-9" diameter	\$30.00	\$300.00
9-24" diameter	\$30.00	\$500.00
24"+	\$30.00	\$700.00
Temporary access across a parkway (including lawn irrigation)	No fee \$30.00	50.00 \$200.00

systems, dumpsters, etc.)

Other work in right of way	No fee	100.00 or \$5.00 per square yard of affected area, whichever is greater
(including storage in roadway)		
1-50 Sq. Feet	\$45.00	\$200.00
50-100 Sq. Feet	\$60.00	\$500.00
100+ Sq. Feet	10% of the estimated cost	\$1,000 plus bond equal to 100% of the estimated value of work in excess of \$5,000.00

*Cash bond refunded upon final acceptance of work and/or restoration. Maximum cash bond for any one person or company holding more than one permit concurrently is \$5,000.00.

- (b) No permit as required by Public Works shall be issued until the fees described above have been paid in full to the Village, nor shall an amendment to the permit be approved until additional fees have been received.
- (c) Cash bond shall be refunded upon final acceptance of work or completion of restoration work.
- (d) Fees and or cash bond may be forfeited in the event of non-acceptance of work or if restoration is not completed pursuant to Section 19-45.

(Ord. No. 843, §§ 17, 23; Ord. No. 1750, § 4; Ord. No. 3263, § 16.)

19-30. Rights of the Village not affected by granting of permits.

Every permit issued under this chapter shall be granted subject to the right of the Village or of any other person entitled thereto to use the street for any purpose for which such street may lawfully be used, not inconsistent with the permit. (Ord. No. 843, § 26.)

19-31. Work to be commenced within thirty days.

Work for which a permit has been issued shall commence within thirty days after the issuance of the permit therefore or within such extended period of time as determined by the Director of Public Works upon good cause shown. If the work is not so commenced, the permit shall automatically be terminated and the fee forfeited. Permits thus terminated may be renewed upon the payment of an additional fee in the amount of the original fee. (Ord. No. 843, § 20; Ord. No. 3263, § 18.)

19-32. Performance of additional work.

No permittee under this chapter shall perform work in an amount or quantity greater than that specified in the permit except upon approval by the Director of Public Works. Upon such approval, additional work may be done under the provisions of the permit in an amount not greater than ten percent of the amount specified by the permit. Any fee or bond posted in connection with the original permit shall be deemed to and must cover any such additional work as may be approved by the Director of Public Works pursuant to this section. (Ord. No. 843, § 19; Ord. No. 1750, § 6; Ord. No. 3263, § 19.)

19-35. Expiration; extension of time.

Permits issued in accordance with the provisions of this chapter shall expire at the end of the period of time which shall be set out in the application for the permit. If the permittee shall be unable to complete the work within the time period, he shall, prior to the expiration of the permit, present in writing to the ~~d~~Director of ~~p~~Public ~~w~~Works a request for an extension of time, setting forth therein the reasons for the requested extension. If in the opinion of the ~~d~~Director of ~~p~~Public ~~w~~Works such an extension is necessary and not contrary to the public interest, he may grant the permittee additional time for completion of the work.

a) All extensions of permit time shall be calculated at twenty-five percent (25%) of the original total permit fee and shall extend the life of the permit for an additional six (6) month period.

b) One hundred percent (100%) of a permit fee shall be added if work is started without a permit.

c) No fees shall be refunded when a permit has lapsed after work is started. When a permit is revoked at the request of the permittee prior to lapsing due to time limits, and no work has been done, all but a basic fee of twenty-five dollars (\$25.00) to cover the cost incurred by the Public Works Department shall be refunded. (Ord. No. 843, § 22; Ord. No. 1750, § 1; Ord. No. 3263, § 19.)

19-36. Default in performance.

Whenever the ~~d~~Director of ~~p~~Public ~~w~~Works shall find that a default has occurred in the performance of any term or condition of a permit, written notice thereof shall be given to the permittee and to ~~the surety on the bond~~ or the commercial bank issuing a letter of credit, if any. Such notice shall state the work to be done, the estimated cost thereof, and the period of time deemed by the ~~d~~Director of ~~p~~Public ~~w~~Works to be necessary for the completion of such work. After receipt of such notice, the permittee, ~~or the commercial bank, or the surety~~ shall within the time therein specified either cause the required work to be performed, or failing therein, ~~the cash bond, performance bond or~~ **If the required work is not performed within the specified time, the cash bond or** letter of credit shall be utilized to ~~indemnify~~ **reimburse** the Village for the cost of doing the work set forth in the notice. (Ord. No. 843, § 28; Ord. No. 1750, § 1; Ord. No. 3263, § 20.)

19-37. Revocation.

Any permit may be revoked by the ~~d~~Director of ~~p~~Public ~~w~~Works after prior written notice to the permittee for:

(a) Violation of any provision of this chapter.

(b) Violation of any other applicable provision of this Code or any other ordinance or law relating to the work.

(c) Existence of any condition or the doing of any act constituting or creating a nuisance or endangering the lives or property of others.

Written notice of any such violation shall be served upon the permittee or his agent engaged in the work. The notice shall contain a brief statement for the reason of the contemplated revocation of the permit. Notice shall be given either by personal delivery thereof to the person to be notified, by certified or registered United States mail addressed to the person to be notified, or by telegram addressed to the person to be notified. Such notice shall state the period of time which the permittee is being granted to correct the violation and to proceed with diligent prosecution of the work, which time shall be no less than twenty-four hours. (Ord. No. 843, § 27; Ord. No. 1750, § 1; Ord. No. 3263, § 21.)

19-38. Restoration of street by Village.

When any permit has been revoked and the work authorized by the permit has not been completed, the Village may do such work as is necessary to restore the street or alley to a condition acceptable to the Village. All expenses incurred by the Village for such restoration shall be paid by the permittee and may be recovered from the cash bond, ~~performance bond,~~ or letter of credit that the permittee has filed with the Village, and the bond or letter of credit shall so provide. (Ord. No. 843, § 27; Ord. No. 3263, § 22.)

19-40. Permit required; compliance with chapter.

Any person desiring to plow, dig, scrape or in any way make or have made any hole, pit, ditch or excavation in or upon any street, alley, parkway or public land shall proceed with such work only after obtaining a permit therefor and in compliance with all regulations contained in or promulgated under this chapter including the Village of Downers Grove Standards for the Construction of Facilities on the Public Rights-of-Way (copies of which may be obtained at the Public Works Department and the Code Services Department). (Ord. No. 843, § 15.)

19-41. Notice to adjoining property owners of proposed work.

If the work to be undertaken by a permittee under this article is such that it will affect the use of properties abutting or adjoining the place where the work covered by the permit is to be done, the ~~d~~Director of ~~p~~Public ~~w~~Works shall require the permittee to submit a list of the names and addresses of the affected property owners and tenants, and the permittee shall notify the affected property owners and tenants of the proposed work. If the work to be undertaken by the permittee will affect other subsurface installations in the vicinity of the proposed opening, the permittee shall also notify the owners of such facilities of the proposed work. (Ord. No. 843, § 30; Ord. No. 1750, § 1.)

19-44. Requirements for work in streets, etc.

All work in streets, alleys, parkways and public lands shall be subject to the following restrictions:

(a) No opening or excavation in any street shall extend beyond the center line of the street before being backfilled and the surface of the street temporarily restored.

(b) No more than two hundred fifty feet measured longitudinally shall be opened in any street at any one time.

(c) All underground pipes, tiles, cables, etc., shall be located sufficiently ahead of trench excavation work to avoid damage to those facilities and to permit relocation if necessary.

(d) Pipes, drains, tiles, culverts or other underground facilities encountered shall be protected as directed by the ~~d~~Director of ~~p~~Public ~~w~~Works.

(e) Monuments, bench marks or datum points of concrete, iron or other lasting material set for the purpose of locating or preserving the lines of any street or property subdivision, or a precise survey reference point within the Village, shall not be removed or disturbed unless permission so to do is first obtained in writing from the proper governmental authority. Permission may be granted only upon condition that the permittee shall pay all expenses incident to the proper replacement thereof, including the cost of a survey.

(f) When work performed by the permittee interferes with the established drainage system of any street or natural water way, provision shall be made by the permittee for adequate temporary drainage to the satisfaction of the ~~d~~Director of ~~p~~Public ~~w~~Works and consistent with the provisions of Chapter 26 of this Code.

(g) When any earth, gravel or other excavated material is caused to roll or flow or is washed or otherwise deposited on any street or sidewalk, the permittee shall cause the same to be removed from the street or sidewalk before the end of the working day. In the event the earth, gravel or other excavated material so deposited is not so removed, the ~~d~~Director of ~~p~~Public ~~w~~Works shall cause such removal and the cost incurred thereby shall be paid by the permittee. Failure on the part of the permittee to make immediate payment of such cost upon demand shall be cause for revoking such permit.

(h) Every permittee shall place around the excavation or project such barriers, barricades, lights, warning flags and danger signs as shall be determined by the ~~d~~Director of ~~p~~Public ~~w~~Works to be necessary for the protection of the public. Additional safety requirements may be prescribed by the ~~d~~Director of ~~p~~Public ~~w~~Works where deemed necessary by him to protect adjacent private or public property. Whenever any person fails to provide or maintain the safety devices required by the ~~d~~Director of ~~p~~Public ~~w~~Works, such

devices may be installed and maintained by the Village. The amount of the cost thus incurred shall be paid by the permittee.

(i) When any work is performed on Village streets, the permittee must comply with the Downers Grove Traffic Control Procedures, copies of which are available at the Department of Public Works and the Department of Code Services. In the event proper traffic control is lacking or deficient, and is not corrected within 1 hour upon notice, the Director of Public Works may stop work and revoke the permit.

(j) Access to private driveways and alleys shall be provided except during working hours when construction operations prohibit such access. Free access shall be provided at all times to fire hydrants.

(k) Excavated materials shall be laid compactly along the side of the trench or removed immediately from the site at the discretion of the Director of Public Works. Excavated material when piled alongside the excavation shall be kept trimmed so as to cause a minimum of inconvenience to public travel. In order to expedite the flow of traffic or to abate a dirt or dust nuisance, the Director of Public Works may require the permittee to provide and use toe boards or bins. If the excavated area or storage area is muddy and causes inconvenience to pedestrians, temporary wooden plank walks shall be installed by the permittee as directed by the Director of Public Works. If the street is not wide enough to hold the excavated material without using part of the adjacent sidewalk, the permittee shall keep open a passageway at least one-half of the sidewalk width along such sidewalk.

(l) Work authorized by a permit shall be performed between the hours of 7:00 a.m. and 7:00 p.m., Monday through Saturday, unless the permittee obtains written consent from the inspection officer to do the work at other times. Such permission shall be granted only: (1) in case of emergency as determined by the Director of Public Works; (2) where safety and traffic control measures in accordance with Village and Illinois Department of Transportation standards are not feasible during these hours as determined by the Director of Public Works; (3) if the construction area is not within 500 feet of any single or multi-family dwelling as determined by the Director of Public Works; (4) or for Village work or activities where the Village Manager determines that extended hours of work are necessary to complete the work in a timely fashion and to protect the public health, welfare and safety. The decision of the Village Manager or Director of Public Works shall be final as to the validity of an alleged emergency or the feasibility of safety or traffic control measures. Any permit granted under this section may include other conditions on the permittee's ability to work after 7:00 p.m. and on Sundays which conditions are determined to be necessary or convenient for the public health, welfare and safety. ~~The permittee must also obtain a waiver from the noise regulations pursuant to Section 15-5.1 of this Code.~~ (Ord. No. 843, § 15; Ord. No. 1750, § 1; Ord. No. 3263, § 25.)

19-45. Backfilling and restoring of openings.

All backfilling and restoring of openings made in any street, alley, parkway or public lands shall be performed in accordance with the latest specifications of the Village of Downers Grove and the following requirements:

(a) All pavement cuts, openings and excavations shall be backfilled in accordance with Downers Grove specifications with coarse stone aggregate Grade CA-6 and temporarily surfaced by the permittee using one inch gravel screenings in a layer at least eight inches thick having its upper surface even with the adjacent surface. The permittee shall, notwithstanding settlement, maintain the upper limit of such temporary surface even with the adjacent surface until such time as the permanent surface is installed as provided in this chapter. The permittee shall give the Director of Public Works at least twelve (12) hours notice before beginning backfilling.

(b) All pavement cuts, openings and excavations must be temporarily surfaced by the permittee within ten (10) days. If restoration work is not commenced within ten (10) days, the Director of Public Works may revoke the permit after giving the permittee advance warning in writing of his intention to do so. Such notice may be given either by personal delivery thereof to the person to be notified, or by certified or registered United States mail addressed to the person to be notified. Such notice shall state the period of time

being granted to complete the work, after which the Village may complete it and charge the cost thereof to the permittee.

(c) All permanent restoration must be completed within thirty (30) days, except when opening repair work is performed between December 15 and April 15. If permanent restoration work for any street openings, excavations, damaged or disturbed areas is not completed within thirty (30) days, the Director of Public Works may revoke the permit after giving the permittee advance warning in writing of his intention to do so. Such notice may be given either by personal delivery thereof to the person to be notified, or by certified or registered United States mail addressed to the person to be notified. Such notice shall state the period of time being granted to complete the work, after which the Village may complete it and charge the cost thereof to the permittee.

~~_____ (b) The permittee shall give the director of public works at least twelve hours notice before beginning of backfilling.~~

~~_____ (c) The work of permanent restoration of base and surface of all streets, alleys, parkways or public lands shall be performed in accordance with the latest specifications of the division of highways of the state.~~

(d) If in the judgment of the ~~d~~Director of ~~p~~Public ~~w~~Works the surfaces or underlying strata adjacent to the excavation are damaged or disturbed through the actions of the permittee, the inspection officer may require that the permittee take all steps necessary to restore all such damage or disturbance at the permittee's expense. In the event such damage or disturbance cannot immediately be restored, the permittee may be required by the ~~d~~Director of ~~p~~Public ~~w~~Works to deposit funds to insure such restoration.

(e) Once excavation is commenced, the same shall be concluded, ~~and backfilled~~ **and fully restored within ten (10) days**, ~~with due diligence~~. If in the opinion of the ~~d~~Director of ~~p~~Public ~~w~~Works the work is not ~~thus properly~~ performed, he may revoke the permit after giving the permittee advance warning in writing of his intention to do so. Such notice may be given either by personal delivery thereof to the person to be notified, or by certified or registered United States mail addressed to the person to be notified, ~~or by telegram addressed to the person to be notified~~. Such notice shall state the period of time being granted to complete the work, after which the Village may complete it and charge the cost thereof to the permittee.

(f) Upon completion of all work covered by the permit, the permittee shall request final inspection by the ~~d~~Director of ~~p~~Public ~~w~~Works. A certificate of final inspection shall be issued by the ~~d~~Director of ~~p~~Public ~~w~~Works to each permittee after the permanent restoration of the excavation has been made, provided all provisions of this chapter have been complied with.

(g) If any settlement takes place or other defect appears in the restored area within a period of ~~one~~ **three** years from the date of the certificate of final inspection, proper restoration shall be made by the permittee at his own expense; failure of the permittee to perform such restoration shall be cause for the Village to perform such work and recover the cost thereof from the permittee or from his bond.

(h) In no case shall any opening made by a permittee be considered the responsibility of the Village, or any of its officers or employees; and no officer or employee shall assume any responsibility over any such opening except in the exercise of the police power, and then only when necessary to protect life and property. (Ord. No. 843, § 16; Ord. No. 1750, § 1; Ord. No. 3263, § 26.)

19-46. Temporary Permit.

The Director of Public Works may grant a temporary verbal permit to any agent (who is not a regular employee) of the ~~v~~Village, ~~s~~Sanitary ~~d~~District, ~~s~~School ~~d~~Districts or ~~p~~Park ~~d~~District for any excavation in any street, alley, parkway or public land where such excavation is necessitated by an emergency. Such temporary permit shall be followed within forty-eight hours by a formal application for a permit as regularly required under the terms of this chapter. (Ord. No. 843, § 24; Ord. No. 870, § 1; Ord. No. 1750, §§ 1, 7; Ord. No. 3263, § 27.)

SECTION 2. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

Mayor

Passed:

Published:

Attest: _____

Village Clerk

[ch19omn]

**THE VILLAGE OF DOWNERS GROVE
STANDARDS FOR THE CONSTRUCTION OF FACILITIES
ON THE PUBLIC RIGHTS-OF-WAY**

Section 1. Purpose and Scope.

a) Purpose. The purpose of this Policy is to improve and protect the public health, safety, and general welfare of the people through the following objectives:

- 1) Permit and manage reasonable access to the public ways of the Village on a competitively neutral basis.
- 2) Conserve the limited physical capacity of the public ways held in public trust by the Village.
- 3) Assure that the Village's current and ongoing costs of granting and regulating private access to and use of the public ways are fully paid by the persons seeking such access and causing such costs.
- 4) Assure that all persons providing facilities or services within the Village comply with the ordinances, rules and regulations of the Village.
- 5) Assure that the Village can continue to fairly and responsibly protect the public health, safety and welfare

b) Facilities Subject to This Policy. This Policy applies to all facilities on, over, above, along, upon, under, across, or within the public rights-of-way within the jurisdiction of the Village. A facility lawfully established prior to the effective date of this Policy may continue to be maintained, repaired and operated by the utility as presently constructed and located, except as may be otherwise provided in any applicable franchise, license or similar agreement.

c) Franchises, Licenses, or Similar Agreements. The Village, in its discretion and as limited by law, may require utilities to enter into a franchise, license or similar agreement for the privilege of locating their facilities on, over, above, along, upon, under, across, or within the Village rights-of-way. Utilities that are not required by law to enter into such an agreement may request that the Village enter into such an agreement. In such an agreement, the Village may provide for terms and conditions inconsistent with this Policy.

d) Effect of Franchises, Licenses, or Similar Agreements.

- 1) Utilities Other Than Telecommunications Providers. In the event that a utility other than a telecommunications provider has a franchise, license or similar agreement with the Village, such franchise, license or similar agreement shall govern and control during the term of such agreement and any lawful renewal or extension thereof.
- 2) Telecommunications Providers. In the event of any conflict with, or inconsistency between, the provisions of this Policy

and the provisions of any franchise, license or similar agreement between the Village and any telecommunications provider, the provisions of such franchise, license or similar agreement shall govern and control during the term of such agreement and any lawful renewal or extension thereof.

e) Conflicts with State and Federal Laws. In the event that applicable federal or State laws or regulations conflict with the requirements of this Policy, the utility shall comply with the requirements of this Policy to the maximum extent possible without violating federal or State laws or regulations.

f) Sound Engineering Judgment. The Village shall use sound engineering judgment when administering this Policy and may vary the standards, conditions, and requirements expressed in this Policy when the Village so determines. Nothing herein shall be construed to limit the ability of the Village to regulate its rights-of-way for the protection of the public health, safety and welfare.

Section 2. Definitions.

As used in this Policy and unless the context clearly requires otherwise, the words and terms listed shall have the meanings ascribed to them in this Section. Any term not defined in this Section shall have the meaning ascribed to it in 92 Ill. Adm. Code § 530.30, unless the context clearly requires otherwise.

“AASHTO” – means American Association of State Highway and Transportation Officials Manual, latest edition.

“Affiliate” – means a person that (directly or indirectly) owns or controls, is owned or controlled by, or is under common ownership or control with another person.

"ANSI" – means American National Standards Institute.

"Applicant" – means a person applying for a permit under this Policy.

"ASTM" – means American Society for Testing and Materials.

“As built drawings” or “as built maps” – means documents submitted to the Village that accurately locate completed construction or installation of facilities in or on the public rights-of-way of the Village.

"Backfill" – means the methods or materials for replacing excavated material in a trench or pit.

"Bore" or "Boring" – means to excavate an underground cylindrical cavity for the insertion of a pipe or electrical conductor.

"Carrier Pipe" – means the pipe enclosing the liquid, gas or slurry to be transported.

"Casing" – means a structural protective enclosure for transmittal devices such as: carrier pipes, electrical conductors, and fiber optic devices.

"Clear Zone" – means the total roadside border area, starting at the edge of the pavement, available for safe use by errant vehicles. This area may consist of a shoulder, a recoverable slope, a non-recoverable slope, and a clear run-out area. The desired width is dependent upon the traffic volumes and speeds, and on the roadside geometry. Distances are specified in the AASHTO Roadside Design Guide.

"Coating" – means protective wrapping or mastic cover applied to buried pipe for protection against external corrosion.

"Code" – means the Municipal Code of the Village of Downers Grove.

"Company" – means the natural person, partnership, domestic or foreign corporation, association, joint venture, or organization of any kind granted a franchise or license by the Village under this Article [Chapter], as context requires, and the lawful successor, transferee or assignee of such company.

"Conductor" – means wire carrying electrical current.

"Conduit" – means a casing or encasement for wires or cables.

"Construction" or "Construct" – means the installation, repair, maintenance, placement, alteration, enlargement, demolition, modification or abandonment in place of facilities.

"Corporate Authorities" – means the Village Council of the Village of Downers Grove.

"County" – means the County of DuPage

"Cover" – means the depth of earth or backfill over buried utility pipe or conductor.

"Crossing Facility" – means a facility that crosses one or more right-of-way lines of a right-of-way.

"Director of Public Works" – means the Village Director of Public Works or his or her designee.

"Disrupt the Right-of-Way" – For the purposes of this Policy, means any work that obstructs the right-of-way or causes a material adverse effect on the use of the right-of-way for its intended use. Such work may include, without limitation, the following: excavating or other cutting; placement (whether temporary or permanent) of materials, equipment, devices, or structures; damage to vegetation; and compaction or loosening of the soil, and shall not include the parking of vehicles or equipment in a manner that does not materially obstruct the flow of traffic on a highway.

"Emergency" – means any immediate maintenance to the facility required for the safety of the public using or in the vicinity of the right-of-way or immediate maintenance required for the health and safety of the general public served by the utility.

"Encasement" – means provision of a protective casing.

"Equipment" – means materials, tools, implements, supplies, and/or other items used to facilitate construction of facilities.

"Excavation" – means the making of a hole or cavity by removing material, or laying bare by digging.

“Excess capacity” – means the volume or capacity in any existing or future duct, conduit, manhole, handhold or other utility facility within the public right-of-way that is or will be available for use for additional telecommunications facilities or cable system.

"Extra Heavy Pipe" – means pipe meeting ASTM standards for this pipe designation.

"Facility" – means all structures, devices, objects, and materials (including track and rails, wires, ducts, fiber optic cable, communications and video cables and wires, poles, conduits, grates, covers, pipes, cables, and appurtenances thereto) located on, over, above, along, upon, under, across, or within rights-of-way under this Policy, except those owned by the Village.

“Freestanding Facility” – means a facility that is not a crossing facility or a parallel facility, such as an antenna, transformer, pump, or meter station.

"Frontage Road" – means roadway, usually parallel, providing access to land adjacent to the highway where it is precluded by control of access on highway.

“Guaranty” – means an agreement or promise to answer for the debt, default or miscarriage of another.

“Hazardous Materials” – means any substance or material which, due to its quantity, form, concentration, location, or other characteristics, is determined by the Director of Public Works to pose an unreasonable and imminent risk to the life, health or safety of persons or property or to the ecological balance of the environment, including, but not limited to explosives, radioactive materials, petroleum or petroleum products or gases, poisons, etiology (biological) agents, flammables, corrosives or any substance determined to be hazardous or toxic under any federal or state law, statute or regulation.

"Highway Code" – means the Illinois Highway Code, 605 ILCS 5/1-101 et seq., as amended from time to time.

"Highway" – means a specific type of right-of-way used for vehicular traffic including rural or urban roads or streets. “Highway” includes all highway land and improvements, including roadways, ditches and embankments, bridges, drainage structures, signs, guardrails, protective structures and appurtenances necessary or convenient for vehicle traffic.

"IDOT" – means Illinois Department of Transportation.

"ILCC" – means Illinois Commerce Commission.

"Jacking" – means pushing a pipe horizontally under a roadway by mechanical means with or without boring.

"Jetting" – means pushing a pipe through the earth using water under pressure to create a cavity ahead of the pipe.

"Joint Use" – means the use of pole lines, trenches or other facilities by two or more utilities.

“Major Intersection” – means the intersection of two or more major arterial highways.

“MUTCD” – means the Manual on Uniform Traffic Control Devices for Streets and Highways, current edition.

"Occupancy" – means the presence of facilities on, over or under right-of-way.

“Other ways” – means the highways, streets, alleys, utility easements or other rights-of-way within the Village, but under the jurisdiction and control of a governmental entity other than the Village.

“Overhead facilities” – means utility poles, utility facilities and telecommunications facilities located above the surface of the ground, including the underground supports and foundations for such facilities.

“Parallel Facility” – means a facility that is generally parallel or longitudinal to the centerline of a right-of-way.

"Parkway" – means any portion of the right-of-way not improved by street or sidewalk.

"Pavement Cut" – means the removal of an area of pavement for access to facility or for the construction of a facility.

"Permittee" – means that entity to which a permit has been issued pursuant to Sections 4 and Section 5 of this Policy.

“Person” – means and includes corporations, companies, associations, joint stock companies or associations, firms, partnerships, limited liability companies and natural persons, and also includes their lessors, trustees and receivers.

“Practicable” – means that which is performable, feasible or possible, rather than that which is simply convenient.

"Pressure" – means the internal force acting radially against the walls of a carrier pipe expressed in pounds per square inch gauge (psig).

"Petroleum Products Pipelines" – means pipelines carrying crude or refined liquid petroleum products including, but not limited to, gasoline, distillates, propane, butane, or coal-slurry.

“Private Property” - means any property abutting any highway, street or alley or other public right-of-way, utility easement intended for residential or commercial uses, and shall not be disturbed by any utility without written authorization from the property and approved by the Village.

"Prompt" – means that which is done within a period of time specified by the Village. If no time period is specified, the period shall be 30 days.

"Public Entity" – means a legal entity that constitutes or is part of the government, whether at

local, state or federal level.

“Public Property” – means any real property owned by the Village or any other governmental unit that is not otherwise defined herein as a “public right-of-way.”

“Public Street” – means any highway, street, alley or other public right-of-way intended or used for either motor vehicle or pedestrian travel under the jurisdiction and control of the Village which has been acquired, established, dedicated or devoted to highway purposes not inconsistent with telecommunications facilities or cable systems.

"Restoration" – means the repair of a right-of-way, highway, roadway, or other area disrupted by the construction of a facility.

"Right-of-Way" – means any street, alley, other land or waterway, dedicated or commonly used for utility purposes, including utility easements in which the Village has the right and authority to authorize, regulate or permit the location of facilities other than those of the Village. "Right-of-way" shall not include any real or personal Village property that is not specifically described in the previous two sentences and shall not include Village buildings, fixtures, and other structures or improvements, regardless of whether they are situated in the right-of-way.

"Roadway" – means that part of the highway that includes the pavement and shoulders.

"Sale of Telecommunications at Retail" – means the transmitting, supplying, or furnishing of telecommunications and all services rendered in connection therewith for a consideration, other than between a parent corporation and its wholly owned subsidiaries or between wholly owned subsidiaries, when the gross charge made by one such corporation to another such corporation is not greater than the gross charge paid to the retailer for their use or consumption and not for sale.

“Sanitary Sewer” – means conduits conveying domestic and industrial waste waters.

“Security Fund” – means that amount of security required pursuant to Section 10.

"Shoulder" – means a width of roadway, adjacent to the pavement, providing lateral support to the pavement edge and providing an area for emergency vehicular stops and storage of snow removed from the pavement.

"Sound Engineering Judgment" – means a decision(s) consistent with generally accepted engineering principles, practices and experience.

“State” – means the State of Illinois.

“Street Lights” – means poles, luminaires, foundations, controllers, conduit, wiring and all other necessary appurtenances installed for the purpose of illuminating streets and sidewalks.

“Storm Sewer” – means conduits conveying storm water runoff.

"Telecommunications" – This term includes, but is not limited to, messages or information transmitted through use of local, toll, and wide area telephone service, channel services, telegraph services, teletypewriter service, computer exchange service, private line services, specialized mobile radio services, or any other transmission of messages or information by

electronic or similar means, between or among points by wire, cable, fiber optics, laser, microwave, radio, satellite, or similar facilities. Unless the context clearly requires otherwise, "telecommunications" shall also include wireless telecommunications as defined in the Illinois Telecommunications Infrastructure Maintenance Fee Act, 35 ILCS 635/1 *et seq.* "Telecommunications" shall not include value added services in which computer processing applications are used to act on the form, content, code, and protocol of the information for purposes other than transmission. "Telecommunications" shall not include purchase of telecommunications by a telecommunications service provider for use as a component part of the service provided by him or her to the ultimate retail consumer who originates or terminates the end-to-end communications. Retailer access charges, right of access charges, charges for use of intercompany facilities, and all telecommunications resold in the subsequent provision and used as a component of, or integrated into, end-to-end telecommunications service shall not be included in gross charges as sales for resale. "Telecommunications" shall not include the provision of cable services through a cable system as defined in the Cable Communications Act of 1984 (47 U.S.C. Sections 521 and following) as now or hereafter amended or cable or other programming services subject to an open video system fee payable to the Village through an open video system as defined in the Rules of the Federal Communications Commission (47 C.D.F. 76.1550 and following) as now or hereafter amended.

"Telecommunications Provider" – means any person that installs, owns, operates or controls facilities in the public right-of-way used or designed to be used to transmit telecommunications in any form.

"Telecommunications Retailer" – means and includes every person engaged in making sales of telecommunications at retail as defined herein.

"Transfer," "transfer of ownership" or "franchise transfer" – means any transaction or series of transactions which, singularly or collectively, results in the sale, assignment or transfer of all or a majority of the assets of the grantee, or a change of ten (10) percent or more of the ownership or working control of a franchise, or of the ownership or working control of affiliated entities having ownership or working control of a grantee, or a franchise.

"Traffic Actuated Signals" – means poles, posts, signal heads, foundations, controllers, conduit, wiring, traffic detectors, and all other necessary appurtenances installed for the purpose of controlling the flow of vehicular and pedestrian traffic.

"Underground facilities" - means utility and telecommunications facilities located under the surface of the ground, excluding the underground foundations or supports for overhead facilities.

"Useable space" – means the total distance between the top of a utility pole and the lowest possible attachment point that provides the minimum allowable vertical clearance as specified in the orders and regulations of the Illinois Commerce Commission.

"Utility" – means the individual or entity owning or operating any facility as defined in this Policy.

"Utility easement" – means any easement owned by the Village and acquired, established, dedicated or devoted for public utility purposes not inconsistent with telecommunications facilities and cable systems.

“Utility facilities” – means the plant, equipment and property, including but not limited to the poles, pipes, mains, conduits, ducts, cables, wires, plant and equipment located under, on or above the surface of the ground within the public rights-of-way of the Village and used or to be used for the purpose of providing utility or telecommunications services.

“Village” – means the Village of Downers Grove.

"Water Lines" – means pipelines carrying raw or potable water.

"Wet Boring" – means boring using water under pressure at the cutting auger to soften the earth and to provide a sluice for the excavated material.

Section 3. Annual Registration Required.

Every utility that occupies right-of-way within the Village shall register on January 1 of each year with the Director of Public Works, providing the utility's name, address and regular business telephone and telecopy numbers, the name of one or more contact persons who can act on behalf of the utility in connection with regularly scheduled work and emergencies involving the utility's facilities in the right-of-way and a 24-hour telephone number for each such person, and evidence of insurance as required in Section 8 of this Policy, in the form of a certificate of insurance.

No permit shall be issued for the construction or maintenance of the utility's facilities within the Village unless the utility has filed a registration statement with the Village pursuant to this Section.

Section 4. Permit Required; Applications and Fees.

a) Permit Required. No person shall construct or maintain (as defined in this Policy) any facility on, over, above, along, upon, under, across, or within any Village right-of-way which (1) changes the location of the facility, (2) adds a new facility, (3) disrupts the right-of-way or easement (as defined in this Policy), or (4) materially increases the amount of area or space occupied by the facility on, over, above, along, under across or within the right-of-way, without first filing an application with the Director of Public Works and obtaining a permit from the Village therefore, except as otherwise provided in this Policy. No permit shall be required for installation and maintenance of service connections to customers' premises where there will be no disruption of the right-of-way.

b) Permit Application. All applications for permits pursuant to this Policy shall be filed on a form provided by the Village and shall be filed in such number of duplicate copies as the Village may designate. The applicant may designate those portions of its application materials that it reasonably believes contain proprietary or confidential information as “proprietary” or “confidential” by clearly marking each page of such materials accordingly.

c) Minimum General Application Requirements. The application shall be made by the utility or its duly authorized representative and shall contain, at a minimum, the following:

- 1) The utility's name and address and telephone and telecopy numbers;
- 2) The applicant's name and address, if different than the utility, its telephone, telecopy numbers, e-mail address, and its interest in the work;

- 3) The names, addresses and telephone and telecopy numbers and e-mail addresses of all professional consultants, if any, advising the applicant with respect to the application;
- 4) A thorough description of the proposed work and the purposes and intent of the facility and the uses to which the facility will be put. The scope and detail of such description shall be appropriate to the nature and character of the work to be performed, with special emphasis on those matters likely to be affected or impacted by the work proposed;
- 5) Evidence that the utility has placed on file with the Village:
 - i) A written traffic control plan demonstrating the protective measures and devices that will be employed consistent with the current edition of the Manual on Uniform Traffic Control Devices, to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic; and
 - ii) An emergency contingency plan which shall specify the nature of potential emergencies, including, without limitation, construction and hazardous materials emergencies, and the intended response by the applicant. The intended response shall include notification to the Village and shall promote protection of the safety and convenience of the public. Compliance with ILCC regulations for emergency contingency plans constitutes compliance with this Section unless the Village finds that additional information or assurances are needed.
- 6) Drawings, plans and specifications showing the work proposed, including the certification of an engineer that such drawings, plans, and specifications comply with applicable codes, rules, and regulations with sufficient detail to demonstrate:
 - i) The location, description and route of all facilities to be installed on existing utility poles;
 - ii) The location, dimension and route of all facilities to be located under the surface of the ground, including the line and grade proposed for burial at all points along the route which are within the public rights-of-way;
 - iii) The location and dimension of anticipated boring or jacking pits if the work includes boring or jacking;
 - iv) The location of all existing fire hydrants, trees, street lights, storm and sanitary sewers and inlets, valve vaults, manholes, utility poles, driveways, and sidewalks which are within the public rights-of-way along the route proposed by the applicant;
 - v) The location of all existing underground utilities, conduits, ducts, pipes, mains and installations which are within the public rights-of-way along the underground route proposed by the applicant;
 - vi) The location of all other facilities to be constructed within the Village, but not within the public rights-of-way;
 - vii) The location of all right-of-way lines and boundary lines of existing

- viii) utility easements along the route proposed by the applicant;
 - viii) The construction methods to be employed for protection of existing structures, fixtures, and facilities within or adjacent to the public rights-of-way; and
 - ix) The location, dimension and types of all trees within or adjacent to the public rights-of-way along the route proposed by the applicant, together with a landscape plan for protecting, pruning, removing, replacing and restoring any trees or areas to be disturbed during construction.
- 7) Copies of any necessary County, State or other permits;
- 8) Evidence of insurance as required in Section 8 of this Policy;
- 9) Evidence of posting of the security fund as required in Section 10 of this Policy;
- 10) Any request for a variance from one or more provisions of this Policy (See Section 21); and
- 11) Such additional information as may be reasonably required by the Village.

d) Supplemental Application Requirements for Specific Types of Utilities. In addition to the requirements of Subsection c) of this Section, the permit application shall include the following items as applicable to the specific utility that is the subject of the permit application:

- 1) In the case of new electric power, communications or natural gas distribution system installation, evidence that any "Certificate of Public Convenience and Necessity" has been issued by the ILCC that the applicant is required by law, or has elected, to obtain;
- 2) In the case of natural gas systems, state the proposed pipe size, design, construction class, and operating pressures;
- 3) In the case of water lines, indicate that all requirements of the Illinois Environmental Protection Agency, Division of Public Water Supplies, have been satisfied;
- 4) In the case of sewer line installations, indicate that the land and water pollution requirements of the Illinois Environmental Protection Agency, Division of Water Pollution Control, the Downers Grove Sanitary District, or any other local or state entities with jurisdiction have been satisfied; or
- 5) In the case of petroleum products pipelines, state the type or types of petroleum products, pipe size, maximum working pressure, and the design standard to be followed.

e) Applicant's Duty to Update Information. Throughout the entire permit application review period and the construction period authorized by the permit, any amendments to information contained in a permit application shall be submitted by the utility in writing to the Village within thirty (30) days after the change necessitating the amendment.

f) Application Fees. Unless otherwise provided by franchise, license, or similar agreement, all applications for permits pursuant to this Policy shall be accompanied by a fee equal to the greater of \$250, or 2% of the estimated construction costs, as certified by the applicant's engineer and approved by the Director of Public Works. No application fee is required to be paid by any telecommunications retailer that is paying the municipal telecommunications infrastructure maintenance fee pursuant the Downers Grove Municipal Code or the optional state telecommunications infrastructure maintenance fee pursuant to the Telecommunications Municipal Infrastructure Maintenance Fee Act, or by any electricity utility that is paying the municipal electricity infrastructure maintenance fee pursuant to the Electricity Infrastructure Maintenance Fee Act.

Section 5. Action on Permit Applications.

a) Village Review of Permit Applications. Completed permit applications, containing all required documentation, shall be examined by the Director of Public Works within a reasonable time after filing. If the application does not conform to the requirements of all applicable ordinances, codes, laws, rules, and regulations, the Director of Public Works shall reject such application in writing, stating the reasons therefor. If the Director of Public Works is satisfied that the proposed work conforms to the requirements of this Policy and all applicable ordinances, codes, laws, rules, and regulations, the Director of Public Works shall issue a permit therefor as soon as practicable.

b) Additional Village Review of Applications of Telecommunications Retailers.

- 1) Pursuant to Section 4 of the Telephone Company Act, 220 ILCS 65/4, a telecommunications retailer shall notify the Village that it intends to commence work governed by this Policy for facilities for the provision of telecommunications services. Such notice shall consist of plans, specifications, and other documentation sufficient to demonstrate the purpose and intent of the facilities, and shall be provided by the telecommunications retailer to the Village not less than thirty (30) days prior to the commencement of work requiring no excavation and not less than sixty (60) days prior to the commencement of work requiring excavation. The Director of Public Works shall specify the portion of the right-of-way upon which the facility may be placed, used and constructed.
- 2) In the event that the Director of Public Works fails to provide such specification of location to the telecommunications retailer within either (i) thirty (30) days after service of notice to the Village by the telecommunications retailer in the case of work not involving excavation for new construction or (ii) sixty (60) days after service of notice by the telecommunications retailer in the case of work involving excavation for new construction, the telecommunications retailer may commence work without obtaining a permit under this Article[Chapter].
- 3) Upon the provision of such specification by the Village, where a permit is required for work pursuant to Section 4 of this Policy the telecommunications retailer shall submit to the Village an application for a permit and any and all plans, specifications and documentation available regarding the facility to be constructed. Such application shall be subject to the requirements of

Subsection (a) of this Section.

Section 6. Effect of Permit.

a) Authority Granted; No Property Right or Other Interest Created. A permit from the Village authorizes a permittee to undertake only certain activities in accordance with this Policy on Village rights-of-way, and does not create a property right or grant authority to the permittee to impinge upon the rights of others who may have an interest in the public rights-of-way.

b) Compliance with All Laws Required. The issuance of a permit by the Village does not excuse the permittee from complying with other requirements of the Village and all applicable statutes, laws, ordinances, rules, and regulations.

c) Compliance with Permit. All construction practices and activities shall be in accordance with the permit and approved final plans and specifications for the facilities. The Director of Public Works and his representatives shall be provided access to the work and such further information as he or she may require to ensure compliance with such requirements.

d) Display of Permit and Plans. The permittee shall maintain a copy of the construction permit and approved plans at the construction site, which shall be displayed and made available for inspection by the Director of Public Works or his representatives at all times when construction work is occurring.

e) Location of Facilities. If the construction permit specifies the location of facilities by depth, line, grade, proximity to other facilities or other standard, the permittee shall cause the location of such facilities to be verified by a registered Illinois land surveyor. The permittee shall relocate any facilities which are not located in compliance with permit requirements.

Section 7. Revised Permit Drawings.

In the event that the actual locations of any facilities deviate in any material respect from the locations identified in the plans, drawings and specifications submitted with the permit application, the permittee shall submit a revised set of drawings or plans to the Village within ninety (90) days after the completion of the permitted work. The revised drawings or plans shall specifically identify where the locations of the actual facilities deviate from the locations approved in the permit. If any deviation from the permit also deviates from the requirements of this Policy, it shall be treated as a request for variance in accordance with Section 21 of this Policy. If the Village denies the request for a variance, then the permittee shall either remove the facility from the right-of-way or modify the facility so that it conforms to the permit and submit revised drawings or plans therefore.

Section 8. Insurance.

a) Required Coverages and Limits. Unless otherwise provided by franchise, license, or similar agreement, each utility occupying right-of-way or constructing any facility in the right-of-way shall secure and maintain the following liability insurance policies insuring the utility as named insured and naming the Village, and its elected and appointed officers, officials, agents, and employees as additional insureds on the policies listed in paragraphs 1 and 2 below:

- 1) Commercial general liability insurance, including premises-operations, explosion, collapse, and underground hazard (commonly referred to as “X,” “C,” and “U” coverages) and products-completed operations coverage with limits not less than:

- i) Five million dollars (\$5,000,000) for bodily injury or death to each person;
 - ii) Five million dollars (\$5,000,000) for property damage resulting from any one accident; and
 - iii) Five million dollars (\$5,000,000) for all other types of liability;
- 2) Automobile liability for owned, non-owned and hired vehicles with a combined single limit of one million dollars (\$1,000,000) for personal injury and property damage for each accident;
 - 3) Worker's compensation with statutory limits; and
 - 4) Employer's liability insurance with limits of not less than one million dollars (\$1,000,000) per employee and per accident.

b) Excess or Umbrella Policies. The coverages required by this Section may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

c) Copies Required. The utility shall provide copies of any of the policies required by this Section to the Village within ten (10) days following receipt of a written request therefor from the Village.

d) Maintenance and Renewal of Required Coverages. The insurance policies required by this Section shall contain the following endorsement:

“It is hereby understood and agreed that this policy may not be canceled nor the intention not to renew be stated until thirty (30) days after receipt by the Village, by registered mail or certified mail, return receipt requested, of a written notice addressed to the Village Manager of such intent to cancel or not to renew.”

Within ten (10) days after receipt by the Village of said notice, and in no event later than ten (10) days prior to said cancellation, the utility shall obtain and furnish to the Village evidence of replacement insurance policies meeting the requirements of this Section.

e) Self-Insurance. A utility may self-insure all or a portion of the insurance coverage and limit requirements required by Subsection a) of this Section. A utility that self-insures is not required, to the extent of such self-insurance, to comply with the requirement for the naming of additional insureds under Subsection a), or the requirements of Subsections b), c) and d) of this Section. A utility that elects to self-insure shall provide to the Village evidence sufficient to demonstrate its financial ability to self-insure the insurance coverage and limit requirements required under Subsection a) of this Section, such as evidence that the utility is a “private self insurer” under the Workers Compensation Act.

f) Effect of Insurance and Self-Insurance on Utility's Liability. The legal liability of the utility to the Village and any person for any of the matters that are the subject of the insurance policies or self-insurance required by this Section shall not be limited by such insurance policies or self-insurance or by the recovery of any amounts thereunder.

Section 9. Indemnification.

By occupying or constructing facilities in the right-of-way, a utility shall be deemed to agree to defend, indemnify and hold the Village and its elected and appointed officials and officers, employees, agents and representatives harmless from and against any and all injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney's fees and costs of suit or defense, arising out of, resulting from or alleged to arise out of or result from the negligent, careless or wrongful acts, omissions, failures to act or misconduct of the utility or its affiliates, officers, employees, agents, contractors or subcontractors in the construction of facilities or occupancy of the rights-of-way, and in providing or offering service over the facilities, whether such acts or omissions are authorized, allowed or prohibited by this Article[Chapter] or by a franchise, license, or similar agreement; provided, however, that the utility's indemnity obligations hereunder shall not apply to any injuries, claims, demands, judgments, damages, losses or expenses arising out of or resulting from the negligence, misconduct or breach of this Article[Chapter] by the Village, its officials, officers, employees, agents or representatives.

Section 10. Security.

a) Purpose. The permittee shall establish a Security Fund in a form and in an amount as set forth in this Section. The Security Fund shall be continuously maintained in accordance with this Section at the permittee's sole cost and expense until the completion of the work authorized under the permit. The Security Fund shall serve as security for:

- 1) The faithful performance by the permittee of all the requirements of this Article[Chapter];
- 2) Any expenditure, damage, or loss incurred by the Village occasioned by the permittee's failure to comply with any codes, rules, regulations, orders, permits and other directives of the Village issued pursuant to this Article[Chapter]; and
- 3) The payment by permittee of all liens and all damages, claims, costs, or expenses that the Village may pay or incur by reason of any action or non-performance by permittee in violation of this Policy including, without limitation, any damage to public property or restoration work the permittee is required by this Policy to perform that the Village must perform itself or have completed as a consequence solely of the permittee's failure to perform or complete, and all other payments due the Village from the permittee pursuant to this Policy or any other applicable law.

b) Form. The permittee shall provide the Security Fund to the Village in the form, at the permittee's election, of cash or an unconditional letter of credit in a form acceptable to the Village. Any letter of credit provided pursuant to this Subsection shall, at a minimum:

- 1) Provide that it will not be canceled without prior notice to the Village and the

permittee;

- 2) Not require the consent of the permittee prior to the collection by the Village of any amounts covered by it; and
- 3) Shall provide a location convenient to the Village and within the State of Illinois at which it can be drawn.

c) Amount. The dollar amount of the Security Fund shall be sufficient to provide for the reasonably estimated cost to restore the right-of-way to at least as good a condition as that existing prior to the construction under the permit, as determined by the Director of Public Works, and may also include reasonable, directly related costs that the Village estimates are likely to be incurred if the permittee fails to perform such restoration. Where the construction of facilities proposed under the permit will be performed in phases in multiple locations in the Village, with each phase consisting of construction of facilities in one location or a related group of locations, and where construction in another phase will not be undertaken prior to substantial completion of restoration in the previous phase or phases, the Director of Public Works may, in the exercise of sound discretion, allow the permittee to post a single amount of security which shall be applicable to each phase of the construction under the permit. The amount of the Security Fund for phased construction shall be equal to the greatest amount that would have been required under the provisions of this Subsection (c) for any single phase.

d) Withdrawals. The Village, upon fourteen (14) days' advance written notice clearly stating the reason for, and its intention to exercise withdrawal rights under this Subsection, may withdraw an amount from the Security Fund, provided that the permittee has not reimbursed the Village for such amount within the fourteen (14) day notice period. Withdrawals may be made if the permittee:

- 1) Fails to make any payment required to be made by the permittee hereunder;
- 2) Fails to pay any liens relating to the facilities that are due and unpaid;
- 3) Fails to reimburse the Village for any damages, claims, costs or expenses which the Village has been compelled to pay or incur by reason of any action or non-performance by the permittee;
- 4) Fails to comply with any provision of this Policy that the Village determines can be remedied by an expenditure of an amount in the Security Fund; or
- 5) Fails to provide the minimum traffic control and to respond to requests from the Village to correct such deficiencies within a reasonable time frame which present a direct threat to public safety.

e) Replenishment. Within fourteen (14) days after receipt of written notice from the Village that any amount has been withdrawn from the Security Fund, the permittee shall restore the Security Fund to the amount specified in Subsection c) of this Section.

f) Interest. The permittee may request that any and all interest accrued on the amount in the security fund be returned to the permittee by the Village, upon written request for said withdrawal to the Village, provided that any such withdrawal does not reduce the security fund

below the minimum balance required in Subsection (c) of this Section.

g) Closing and Return of Security Fund. Upon completion of the work authorized under the permit, the permittee shall be entitled to the return of the Security Fund, or such portion thereof as remains on deposit, within a reasonable time after account is taken for all offsets necessary to compensate the Village for failure by the permittee to comply with any provisions of this Policy or other applicable law. In the event of any revocation of the permit, the Security Fund shall become the property of the Village to the extent necessary to cover any reasonable costs, loss or damage incurred by the Village as a result of said revocation, provided that any amounts in excess of said costs, loss or damage shall be refunded to the permittee.

h) Rights Not Limited. The rights reserved to the Village with respect to the Security Fund are in addition to all other rights of the Village, whether reserved by this Policy or otherwise authorized by law, and no action, proceeding or exercise of right with respect to said Security Fund shall affect any other right the Village may have. Notwithstanding the foregoing, the Village shall not be entitled to a double monetary recovery with respect to any of its rights which may be infringed or otherwise violated.

i) Evidence of compliance. Within ten (10) days of a written request from the Village Manager, each telecommunications provider or cable franchise shall furnish the Village with information sufficient to demonstrate:

- 1) That it has complied with all requirements of this Chapter; and
- 2) That all municipal sales, message and telecommunications taxes due the Village in connection with the telecommunications services and facilities provided have been properly collected and paid.

Section 11. Permit Suspension and Revocation.

a) Village Right to Revoke Permit. The Village may revoke or suspend a permit issued pursuant to this Policy for one or more of the following reasons:

- 1) Permittee made fraudulent, false, misrepresenting, or materially incomplete statements in the permit application;
- 2) Non-compliance with this Policy;
- 3) Permittee's physical presence or presence of permittee's facilities on, over, above, along, upon, under, across, or within the public rights-of-way presents a direct or imminent threat to the public health, safety, or welfare; or
- 4) Permittee's failure to construct the facilities substantially in accordance with the permit and approved plans.
- 5) Failure to provide the required traffic control; and to respond to requests from the Village to correct such deficiencies within a reasonable time frame.

b) Notice of Revocation or Suspension. The Village shall send written notice of its intent to revoke or suspend a permit issued pursuant to this Policy stating the reason or reasons for the revocation or suspension and the options available to permittee under this Section.

c) Permittee Options Upon Receipt of Notice of Revocation or Suspension. Upon receipt of a written notice of revocation or suspension from the Village, the permittee shall have the following options:

- 1) Immediately provide the Village with evidence that no cause exists for the revocation or suspension;
- 2) Immediately correct, to the satisfaction of the Village, the deficiencies stated in the written notice, providing written proof of such correction to the Village within five (5) working days after receipt of the written notice of revocation; or
- 3) Immediately remove the facilities located on, over, above, along, upon, under, across, or within the public rights-of-way and restore the rights-of-way to the satisfaction of the Village providing written proof of such removal to the Village within ten (10) days after receipt of the written notice of revocation.

The Village may, in its discretion, for good cause shown, extend the time periods provided in this Subsection.

d) Stop Work Order. In addition to the issuance of a notice of revocation or suspension, the Village may issue a stop work order immediately upon discovery of any of the reasons for revocation set forth within Subsection a) of this Section.

e) Failure or Refusal of the Permittee to Comply. If the permittee fails to comply with the provisions of Subsection c) of this Section, the Village or its designee may, at the option of the Village: (1) correct the deficiencies; (2) upon not less than twenty (20) days notice to the permittee, remove the subject facilities or equipment; or (3) after not less than thirty (30) days notice to the permittee of failure to cure the non-compliance, deem them abandoned and property of the Village. The permittee shall be liable in all events to the Village for all costs of removal.

Section 12. Change of Ownership or Owner's Identity or Legal Status.

a) Notification of Change. A utility shall notify the Village no less than thirty (30) days prior to the transfer of ownership of any facility in the right-of-way or change in identity of the utility. The new owner of the utility or the facility shall have all the obligations and privileges enjoyed by the former owner under the permit, if any, and all applicable laws, ordinances, rules and regulations, including this Policy, with respect to the work and facilities in the right-of-way.

b) Amended Permit. A new owner shall request that any current permit be amended to show current ownership. If the new owner fails to have a new or amended permit issued in its name, the new owner shall be presumed to have accepted, and agreed to be bound by, the terms and conditions of the permit if the new owner uses the facility or allows it to remain on the Village's right-of-way.

c) Insurance and Bonding. All required insurance coverage or bonding must be changed to reflect the name of the new owner upon transfer.

Section 13. General Construction Standards.

a) Standards and Principles. All construction in the right-of-way shall be consistent with applicable ordinances, codes, laws, rules and regulations, and commonly recognized and accepted traffic control and construction principles, sound engineering judgment and, where applicable, the principles and standards set forth in the current edition of the following IDOT publications:

- 1) Standard Specifications for Road and Bridge Construction;
- 2) Supplemental Specifications and Recurring Special Provisions;
- 3) Highway Design Manual;
- 4) Highway Standards Manual;
- 5) Standard Specifications for Traffic Control Items;
- 6) Manual on Uniform Traffic Control Devices (92 Ill. Adm. Code § 545);
- 7) Flagger's Handbook; and
- 8) Work Site Protection Manual for Daylight Maintenance Operations.
- 9) Downers Grove Construction Specifications.
- 10) Stormwater Ordinance - Chapter 26
- 11) Street and Sidewalk Ordinance - Chapter 19

b) Interpretation of Municipal Standards and Principles. If a discrepancy exists between or among differing principles and standards required by this Policy, the Director of Public Works shall determine, in the exercise of sound engineering judgment, which principles apply and such decision shall be final. If requested, the Director of Public Works shall state which standard or principle will apply to the construction, maintenance, or operation of a facility in the future.

c) Non-complying Work. Upon order of the Director of Public Works, all work which does not comply with the permit, the approved plans and specifications for the work, or the requirements of this Article [Chapter], shall be removed.

d) Completion of Construction. The permittee shall promptly complete all construction activities so as to minimize disruption of the Village rights-of-way and other public and private property. All construction work authorized by a permit within Village rights-of-way, including restoration, must be completed within one hundred twenty (120) consecutive calendar days of the date of issuance.

e) As-built Drawings. Within sixty (60) days after completion of construction, the permittee shall furnish the Village with two complete sets of maps, drawn to scale and certified to the Village as accurately depicting the location of all facilities constructed pursuant to the permit. Such maps shall thereafter be updated annually. The format and detail of the drawings shall be as follows:

- 1) Map Format. The Village may require that the complete system mapping be provided in either printed or electronic data form, or both. For the electronic data form, the data transmission format will be in a common shapefile format, or DXF (Drawing Interchange Format) version consistent with communications industry standards and exportable to an electronic filing network or electronic mail indexing system.
- 2) Map Detail. The complete system mapping shall be provided in such a form as

to minimally depict physical cable locations, domicile counts, pole locations, electronic placements, fiber path, coax paths and institutional network plant and electronics.

Section 14. Traffic Control.

a) Minimum Requirements. The Village's minimum requirements for temporary traffic control protection during new construction and reconstruction projects by public and private entities are contained in the current edition of the Manual on Uniform Traffic Control Devices, Part 6. A Traffic Control Procedures booklet has been developed by the Village Public Works Department, which is a condensed version of the MUTCD.

b) Notice When Access is Blocked. At least forty-eight (48) hours prior to beginning work that will partially or completely block access to any residence, business or institution, or parking lot (municipal or otherwise), the utility shall notify the resident, business or institution of the approximate beginning time and duration of such work; provided, however, that in cases involving emergency repairs pursuant to Section 20 of this Policy, the utility shall provide such notice as is practicable under the circumstances.

c) Compliance. The utility shall take immediate action to correct any deficiencies in traffic protection requirements that are brought to the utility's attention by the Village.

Section 15. Location of Facilities.

a) Parallel Facilities Located Within Highways.

1) Overhead Parallel Facilities. An overhead parallel facility may be located within the right-of-way lines of a highway only if:

- i) Lines are located as near as practicable to the right-of-way line and as nearly parallel to the right-of-way line as reasonable pole alignment will permit;
- ii) Where pavement is curbed, poles are as remote as practicable from the curb with a minimum distance of three feet (1.0 m) behind the face of the curb, where available;
- iii) Where pavement is uncurbed, poles are as remote from pavement edge as practicable with minimum distance of four feet (1.2 m) outside the outer shoulder line of the roadway and are not within the clear zone;
- iv) No pole is located in the ditch line of a highway or public street; and
- v) Any ground-mounted appurtenance is located within one foot (0.3 m) of the right-of-way line or as near as possible to the right-of-way line.

2) Underground Parallel Facilities. An underground parallel facility may be located within the right-of-way lines of a highway only if:

- i) The facility is located as near the right-of-way line as practicable and not more than eight (8) feet (2.4 m) from and parallel to the right-of-way line;

- ii) A new facility may be located under the paved portion of a highway only if other locations are impracticable or inconsistent with sound engineering judgment (e.g., a new cable may be installed in existing conduit without disrupting the pavement); and
- iii) In the case of an underground power or communications line, the facility shall be located as near the right-of-way line as practicable and not more than five (5) feet (1.5 m) from the right-of-way line and any above-grounded appurtenance shall be located within one foot (0.3 m) of the right-of-way line or as near as practicable.

b) Facilities Crossing Highways.

- 1) No Future Disruption. The construction and design of crossing facilities installed between the ditch lines or curb lines of Village highways may require the incorporation of materials and protections (such as encasement or additional cover) to avoid settlement or future repairs to the roadbed resulting from the installation of such crossing facilities.
- 2) Cattle Passes, Culverts, or Drainage Facilities. Crossing facilities shall not be located in cattle passes, culverts, or drainage facilities.
- 3) 90 Degree Crossing Required. Crossing facilities shall cross at or as near to a ninety (90) degree angle to the centerline as practicable.
- 4) Overhead Power or Communication Facility. An overhead power or communication facility may cross a highway only if:
 - i) It has a minimum vertical line clearance as required by ILCC's rules entitled, "Construction of Electric Power and Communication Lines" (83 Ill. Adm. Code 305);
 - ii) Poles are located within one foot (0.3 m) of the right-of-way line of the highway and outside of the clear zone; and
 - iii) Overhead crossings at major intersections are avoided.
- 5) Underground Power or Communication Facility. An underground power or communication facility may cross a highway only if:
 - i) The design materials and construction methods will provide maximum maintenance-free service life; and
 - ii) Capacity for the utility's foreseeable future expansion needs is provided in the initial installation.
- 6) Markers. The Village may require the utility to provide a marker at each right-of-way line where an underground facility other than a power or communication facility crosses a highway. Each marker shall identify the

type of facility, the utility, and an emergency phone number. Markers may also be eliminated as provided in current Federal regulations. (49 C.F.R. 192.707 (1989)).

c) Facilities to be Located Within Particular Rights-of-Way. The Village may require that facilities be located within particular rights-of-way that are not highways, rather than within particular highways.

d) Freestanding Facilities.

- 1) The Village may restrict the location and size of any freestanding facility located within a right-of-way.
- 2) The Village may require any freestanding facility located within a right-of-way to be screened from view.

e) Appearance Standards.

- 1) The Village may prohibit the installation of facilities in particular locations in order to preserve visual quality.
- 2) A facility may be constructed only if its construction does not require extensive removal or alteration of trees or terrain features visible to the highway user or impair the aesthetic quality of the lands being traversed.

f) Above Ground Installation. Above ground facilities may be installed only if:

- 1) No other existing facilities in the area are located underground;
- 2) New underground installation is not technically feasible; and
- 3) The proposed installation will be made at a location, and will employ suitable design and materials, to provide the greatest protection of aesthetic qualities of the area being traversed without adversely affecting safety. Suitable designs include, but are not limited to, self-supporting armless, single-pole construction with vertical configuration of conductors and cable.

g) Facility Attachments to Bridges or Roadway Structures.

- 1) Facilities may be installed as attachments to bridges or roadway structures only where the utility has demonstrated that all other means of accommodating the facility are not practicable. Other means shall include, but are not limited to, underground, underwater, independent poles, cable supports and tower supports, all of which are completely separated from the bridge or roadway structure. Facilities transmitting commodities that are volatile, flammable, corrosive, or energized, especially those under significant pressure or potential, present high degrees of risk and such installations are not permitted.
- 2) A utility shall include in its request to accommodate a facility installation on a bridge or roadway structure supporting data demonstrating the

impracticability of alternate routing. Approval or disapproval of an application for facility attachment to a bridge or roadway structure will be based upon the following considerations:

- i) The type, volume, pressure or voltage of the commodity to be transmitted and an evaluation of the resulting risk to persons and property in the event of damage to or failure of the facility;
- ii) The type, length, value, and relative importance of the highway structure in the transportation system;
- iii) The alternative routings available to the utility and their comparative practicability;
- iv) The proposed method of attachment;
- v) The ability of the structure to bear the increased load of the proposed facility;
- vi) The degree of interference with bridge maintenance and painting;
- vii) The effect on the visual quality of the structure; and
- viii) The public benefit expected from the utility service as compared to the risk involved.

Section 16. Construction Methods and Materials.

a) Standards and Requirements for Particular Types of Construction Methods.

1) Boring or Jacking.

- i) Pits and Shoring. Boring or jacking under rights-of-way shall be accomplished from pits located at a minimum distance specified by the Director of Public Works from the edge of the pavement. Pits for boring or jacking shall be excavated no more than 48 hours in advance of boring or jacking operations and backfilled within 48 hours after boring or jacking operations are completed. While pits are open, they shall be clearly marked and protected by barricades. Shoring shall be designed, erected, supported, braced, and maintained so that it will safely support all vertical and lateral loads that may be imposed upon it during the boring or jacking operation.
- ii) Wet Boring or Jetting. Wet boring or jetting shall not be permitted under the roadway.
- iii) Borings with Diameters Greater Than 6 Inches. Borings over six inches (0.15 m) in diameter shall be accomplished with an auger and following pipe, and the diameter of the auger shall not exceed the outside diameter of the following pipe by more than one inch (25 mm).

- iv) Borings with Diameters 6 Inches or Less. Borings of six inches or less in diameter may be accomplished by either jacking, guided with auger, or auger and following pipe method.
 - v) Tree Protection and Preservation. Tree protection and preservation measures shall be undertaken in accordance with Chapter 24 of this Code and standards in the current edition of the Village's Urban Forestry and Municipal Landscape Maintenance Program Manual. Additional measures which may be required include the erection of snow fencing at the drip line of any tree, or root pruning prior to construction as designated by the Village. Removal of trees is prohibited unless authorized by the Village.
- 2) Backfilling.
- i) Any pit or excavation created during the installation of facilities shall be backfilled for its full width, depth, and length using methods and materials in accordance with IDOT's "Standard Specifications for Road and Bridge Construction." When excavated material is hauled away or is unsuitable for backfill, suitable granular backfill meeting the requirements of CA-6 materials shall be used.
 - ii) For a period of five years from the date construction of a facility is completed, the utility shall be responsible to remove and restore any backfilled area that has settled due to construction of the facility. If so ordered by the Director of Public Works, the utility, at its expense, shall remove any pavement and backfill material to the top of the installed facility, place and properly compact new backfill material, and restore new pavement, sidewalk, curbs, and driveways to the proper grades, as determined by the Director of Public Works.
- 3) Pavement Cuts. Pavement cuts for facility installation or repair shall be permitted on a highway only if that portion of the highway is closed to traffic. If a variance to the limitation set forth in this paragraph 4) is permitted under Section 21, the following requirements shall apply:
- i) Any excavation under pavements shall be backfilled as soon as practicable with granular material of CA-6 gradation, as designated by the Director of Public Works.
 - ii) Restoration of pavement, in kind, shall be neatly saw cut and accomplished as soon as practicable, and temporary repair with bituminous mixture shall be provided immediately. Any subsequent failure of either the temporary repair or the restoration shall be rebuilt upon notification by the Village.
 - iii) All saw cuts shall be full depth.
 - iv) For all rights-of-way which have been reconstructed with a concrete

surface/base in the last seven (7) years, or resurfaced in the last five (5) years, permits shall not be issued unless such work is determined to be an emergency repair or other work considered necessary and unforeseen before the time of the reconstruction or unless a pavement cut is necessary for a J.U.L.I.E. locate.

- 4) Sodding. Disturbed grass areas as a result of facility installation or repair shall be restored with sod, unless otherwise approved. The sod shall be placed and rolled on the prepared surface with the edges in close contact and alternate courses staggered. The sod shall be placed only when the air temperature is less than 90 degrees Fahrenheit. All sod delivered to the job site shall be kept moist and protected from exposure to the sun, wind, and freezing conditions until it is to be placed on topsoil of a minimum 6" depth. After the disturbed grass areas designated for sodding have been topsoiled, the topsoil shall be carefully fine raked and covered with the sod. Starter fertilizer shall be installed at a rate in accordance with IDOT's "Standard Specifications for Road and Bridge Construction." The permittee shall maintain the sod on a daily basis and water as needed for a period of ten consecutive days after which the permittee shall request the property owner adjacent to the parkway take over maintenance responsibility. The permittee shall contact the Village's Public Works Department to request inspection of the sod. The Public Works Department shall evaluate the sod at the end of the ten day watering period for acceptance. Should the sod not survive the ten days after being laid, the permittee shall remove and replace the sod, and water again for the same time period. After the ten day watering period, the new sod shall be reevaluated by the Public Works Department for acceptance. After acceptance, the permittee shall notify the property owner adjacent to the parkway and request that they take over the maintenance responsibility and should continue to water the sod until the root system has taken hold. A copy of this notification must be sent to the Director of Public Works. Otherwise, the permittee shall continue to be responsible for maintenance of the sod.
- 5) Encasement.
 - i) Casing pipe shall be designed to withstand the load of the highway and any other superimposed loads. The casing shall be continuous either by one-piece fabrication or by welding or jointed installation approved by the Village.
 - ii) The venting, if any, of any encasement shall extend within one foot (0.3 m) of the right-of-way line. No above-ground vent pipes shall be located in the area established as clear zone for that particular section of the highway.
 - iii) In the case of water main or service crossing, encasement shall be furnished between bore pits unless continuous pipe or Village[City] approved jointed pipe is used under the roadway. Casing may be omitted only if pipe is installed prior to highway construction and carrier pipe is continuous or mechanical joints are of a type approved by the Village. Bell and spigot type pipe shall be encased regardless of

installation method.

- iv) In the case of gas pipelines of 60 psig or less, encasement may be eliminated.
 - v) In the case of gas pipelines or petroleum products pipelines with installations of more than 60 psig, encasement may be eliminated only if: (1) extra heavy pipe is used that precludes future maintenance or repair and (2) cathodic protection of the pipe is provided.
 - vi) If encasement is eliminated for a gas or petroleum products pipeline, the facility shall be located so as to provide that construction does not disrupt the right-of-way.
- 6) Minimum Cover of Underground Facilities. Cover shall be provided and maintained at least in the amount specified in the following table for minimum cover for the type of facility:

TYPE OF FACILITY	MINIMUM COVER
Power or Communication Line (In General)	30 Inches (0.8 m)
Communication Line Installed by the Plowed Method	24 Inches (0.6 m)
Gas or Petroleum Products	30 Inches (0.8 m)
Water Line	5 Feet minimum
Sanitary Sewer, Storm Sewer, or Drainage Line	Sufficient Cover to Provide Freeze Protection

b) Standards and Requirements for Particular Types of Facilities.

1) Electric Power or Communication Lines.

- i) Code Compliance. Electric power or communications facilities within Village rights-of-way shall be constructed, operated, and maintained in conformity with the provisions of 83 Ill. Adm. Code 305 (formerly General Order 160 of the Illinois Commerce Commission) entitled “Rules for Construction of Electric Power and Communications Lines,” and the National Electrical Safety Code.
- ii) Overhead Facilities. Overhead power or communication facilities shall use single pole construction and, where practicable, joint use of poles shall be used. Utilities shall make every reasonable effort to design the installation so guys and braces will not be needed. Variances may be allowed if there is no feasible alternative and if guy wires are equipped with guy guards for maximum visibility.
- iii) Underground Facilities. (1) Cable may be installed by trenching or plowing, provided that special consideration is given to boring in order to minimize damage when crossing improved entrances and side roads. (2) If a crossing is installed by boring or jacking, encasement shall be provided between jacking or bore pits. Encasement may be eliminated

only if: (a) the crossing is installed by the use of “moles,” “whip augers,” or other approved method which compress the earth to make the opening for cable installation or (b) the installation is by the open trench method which is only permitted prior to roadway construction. (3) Cable shall be grounded in accordance with the National Electrical Safety Code.

- 2) Underground Facilities Other than Electric Power or Communication Lines. Underground facilities other than electric power or communication lines may be installed by:
 - i) the use of “moles,” “whip augers,” or other approved methods which compress the earth to move the opening for the pipe;
 - ii) jacking or boring with vented encasement provided between the ditch lines or toes of slopes of the highway;
 - iii) open trench with vented encasement between ultimate ditch lines or toes of slopes, but only if prior to roadway construction; or
 - iv) tunneling with vented encasement, but only if installation is not possible by other means.
- 3) Gas Transmission, Distribution and Service. Gas pipelines within rights-of-way shall be constructed, maintained, and operated in a Village approved manner and in conformance with the Federal Code of the Office of Pipeline Safety Operations, Department of Transportation, Part 192 – Transportation of Natural and Other Gas by Pipeline: Minimum Federal Safety Standards (49 CFR 192), IDOT’s “Standard Specifications for Road and Bridge Construction,” and all other applicable laws, rules, and regulations.
- 4) Petroleum Products Pipelines. Petroleum products pipelines within rights-of-way shall conform to the applicable sections of ANSI Standard Code for Pressure Piping. (Liquid Petroleum Transportation Piping Systems ANSI-B 31.4).
- 5) Water Lines, Sanitary Sewer Lines, Storm Water Sewer Lines or Drainage Lines. Water lines, sanitary sewer lines, storm sewer lines, and drainage lines within rights-of-way shall meet or exceed the recommendations of the current “Standard Specifications for Water and Sewer Main Construction in Illinois.”
- 6) Ground Mounted Appurtenances. Ground mounted appurtenances to overhead or underground facilities, when permitted within a right-of-way, shall be provided with a vegetation-free area extending one foot (305 mm) in width beyond the appurtenance in all directions. The vegetation-free area may be provided by an extension of the mounting pad, or by heavy duty plastic or similar material approved by the Director of Public Works. With the approval of the Director of Public Works , shrubbery surrounding the appurtenance may be used in place of vegetation-free area. The housing for ground-mounted appurtenances shall be painted a neutral color to blend with the

surroundings.

c) Materials.

- 1) General Standards. The materials used in constructing facilities within rights-of-way shall be those meeting the accepted standards of the appropriate industry, the applicable portions of IDOT's "Standards Specifications for Road and Bridge Construction," the requirements of the Illinois Commerce Commission, or the standards established by other official regulatory agencies for the appropriate industry.
- 2) Material Storage on Right-of-Way. All pipe, conduit, wire, poles, cross arms, or other materials shall be distributed along the right-of-way prior to and during installation in a manner to minimize hazards to the public or an obstacle to right-of-way maintenance or damage to the right-of-way and other property. If material is to be stored on right-of-way, prior approval must be obtained from the Village.
- 3) Hazardous Materials. The plans submitted by the utility to the Village shall identify any hazardous materials that may be involved in the construction of the new facilities or removal of any existing facilities.

d) Operational Restrictions.

- 1) Construction operations on rights-of-way may, at the discretion of the Village, be required to be discontinued when such operations would create hazards to traffic or the public health, safety, and welfare. Such operations may also be required to be discontinued or restricted when conditions are such that construction would result in extensive damage to the right-of-way or other property.
- 2) These restrictions may be waived by the Director of Public Works when emergency work is required to restore vital utility services.
- 3) Unless otherwise permitted by the Village, the hours of construction are those set forth in the noise regulations contained in Chapter 15 of the Downers Grove Municipal Code.

- e) Location of Existing Facilities. Any utility proposing to construct facilities in the Village shall contact J.U.L.I.E., and the Village at 630/434-5460 to ascertain the presence and location of existing above-ground and underground facilities within the rights-of-way to be occupied by its proposed facilities. The Village will make its permit records available to a utility for the purpose of identifying possible facilities. When notified of an excavation or when requested by the Village or by J.U.L.I.E., a utility shall locate and physically mark its underground facilities within 48 hours, excluding weekends and holidays, in accordance with the Illinois Underground Facilities Damage Prevention Act (220 ILCS 50/1 *et seq.*)

Section 17. Vegetation Control.

- a) Tree Pruning Permit Required. Tree pruning shall not be considered a normal

maintenance operation, but shall require the application for, and the issuance of, a permit, in addition to any other permit required under this Policy.

1) Application for Tree Pruning Permit. Applications for tree pruning permits shall include assurance that the work will be accomplished by competent workers with supervision who are experienced in accepted tree pruning practices. All parkway tree pruning shall be accomplished in accordance with Chapter 24 of this Code, and with the standards in the current edition of the Village's Urban Forestry and Municipal Landscape Maintenance Manual. No American Elm trees within the public right-of-way may be pruned during the growing season, except for imminent safety hazards. Tree pruning permits shall designate an expiration date in the interest of assuring that the work will be expeditiously accomplished.

2) Damage to Trees. Poor pruning practices resulting in damaged or misshapen trees will not be tolerated and shall be grounds for cancellation of the tree pruning permit and for assessment of damages. The Village will require compensation for trees extensively damaged and for trees removed without authorization. The formula developed by the International Society of Arboriculture will be used as a basis for determining the compensation for damaged trees or unauthorized removal of trees. The Village may require the removal and replacement of trees if trimming or radical pruning would leave them in an unacceptable condition.

b) Specimen Trees or Trees of Special Significance. The Village may require that special measures be taken to preserve specimen trees or trees of special significance. The required measures may consist of higher poles, side arm extensions, covered wire or other means.

c) Chemical Use. Spraying of any type of brush-killing chemicals will not be permitted on rights-of-way unless the utility demonstrates to the satisfaction of the Director of Public Works that such spraying is the only practicable method of vegetation control.

Section 18 . Removal, Relocation, or Modifications of Utility Facilities.

a) Notice. Within thirty (30) days following written notice from the Village, a utility shall, at its own expense, temporarily or permanently remove, relocate, change or alter the position of any utility facilities within the rights-of-way whenever the corporate authorities have determined that such removal, relocation, change or alteration, is reasonably necessary for the construction, repair, maintenance, or installation of any Village improvement in or upon, or the operations of the Village in or upon, the rights-of-way.

b) Removal of Unauthorized Facilities. Within thirty (30) days following written notice from the Village, any utility that owns, controls, or maintains any unauthorized facility or related appurtenances within the public rights-of-way shall, at its own expense, remove all or any part of such facilities or appurtenances from the public rights-of-way. A facility is unauthorized and subject to removal in the following circumstances:

1) Upon expiration or termination of the permittee's license or franchise, unless otherwise permitted by applicable law;

- 2) If the facility was constructed or installed without the prior grant of a license or franchise, if required;
- 3) If the facility was constructed or installed without prior issuance of a required permit in violation of this Policy; or
- 4) If the facility was constructed or installed at a location not permitted by the permittee's license or franchise.

c) Emergency Removal or Relocation of Facilities. The Village retains the right and privilege to cut or move any facilities located within the rights-of-way of the Village, as the Village may determine to be necessary, appropriate or useful in response to any public health or safety emergency. If circumstances permit, the municipality shall attempt to notify the utility, if known, prior to cutting or removing a facility and shall notify the utility, if known, after cutting or removing a facility.

d) Abandonment of Facilities. Upon abandonment of a facility within the public rights-of-way of the Village, the utility shall notify the Village within thirty (30) days. Following receipt of such notice the Village may direct the utility to remove all or any portion of the facility if the Director of Public Works determines that such removal will be in the best interest of the public health, safety and welfare. In the event that the Village does not direct the utility that abandoned the facility to remove it, by giving notice of abandonment to the Village, the abandoning utility shall be deemed to consent to the alteration or removal of all or any portion of the facility by another utility or person.

Section 19. Cleanup and Restoration.

a) Cleanup and Repair. Upon completion of all construction or maintenance of facilities, the permittee shall, at its own expense, promptly clean up and remove all excess material and restore all turf and terrain in a timely manner and to the satisfaction of the Village. This includes restoration of entrances and side roads. Restoration of roadway surfaces and any obstructions shall be made using materials and methods approved by the Director of Public Works. Such cleanup and repair may be required to consist of backfilling, regrading, resodding, concrete, asphalt or decorative driveway replacement, replacement of trees or other landscaping in accordance with landscaping plans approved by the Director of Public Works, or any requirement to restore the right-of-way to a condition substantially equivalent to that which existed prior to the commencement of the project.

b) Temporary Restoration. If weather or other conditions do not permit the complete restoration required by this Section, the permittee shall, at its sole expense, temporarily restore the affected rights-of-way or property, and shall thereafter promptly undertake and complete the required permanent restoration when the weather or other conditions no longer prevent such permanent restoration.

Section 20. Completion of Work.

The utility shall contact the Village to request a final inspection at the completion of all work including restoration. The utility shall be notified, in writing by the Village, if any work is rejected. All deficient work shall be corrected by the permit expiration date. A request for an extension to complete necessary work will be considered by the Village on a case-by-case basis. Effort shall be taken to complete all work by the permit expiration date as the Village cannot guarantee an extension. If the utility does not complete the work satisfactorily by the permit

expiration or extension deadline date, Village resources will be used to complete the project and the utility will be invoiced for the service. Current labor and equipment rates, or contractual costs will be used to calculate expenses incurred. Materials will be invoiced by the Village to the utility at cost plus a 20% handling fee. No further permits will be issued to the utility until payment is received in full by the Village.

Section 21. Maintenance and Emergency Maintenance.

a) General. Facilities on, over, above, along, upon, under, across, or within rights-of-way are to be maintained by or for the utility in a manner satisfactory to the Village and at the utility's expense.

b) Emergency Maintenance Procedures. Emergencies may justify non-compliance with normal procedures for securing a permit:

- 1) In an emergency, the utility shall, as soon as possible, notify the Director of Public Works or his or her duly authorized agent, and shall request a verbal permit explaining the nature of the emergency, the location, the starting and completion date of the work, and the name of the utility. If the emergency maintenance procedures require excavation or trenching closer than the minimum required separation from a parkway tree, additional steps shall be taken by the utility as follows:
 - i) Every effort shall be made to adhere to the minimum required separation of any trenching or excavation from parkway trees. In the event that the emergency work cannot be completed without such work, the utility may proceed. However, an inspection shall be required prior to backfill of the top 18" of soil by the Director of Public Works or his or her duly authorized agent. If the work is performed after normal business hours, the utility shall contact the Village police, who shall, in turn, contact the Director of Public Works, or his or her duly authorized representative for inspection.
 - ii) The utility shall be required to re-excavate, in the presence of the Director of Public Works, or his or her duly authorized representative, any such area backfilled prior to inspection.
 - iii) After inspection of the excavated area, the utility will be notified by the Village. The utility shall then repair all damaged roots and backfill the area within three days if the tree does not require removal.
- 2) If an emergency creates a hazard on the traveled portion of the right-of-way, the utility shall take immediate steps to provide all necessary protection for traffic on the highway or the public on the right-of-way including the use of signs, lights, barricades or flaggers. If a hazard does not exist on the traveled way, but the nature of the emergency is such as to require the parking on the shoulder of equipment required in repair operations, adequate signs and lights shall be provided. Parking on the shoulder in such an emergency will only be permitted when no other means of access to the facility is available.

- 3) In an emergency, the utility shall, as soon as possible, notify the Director of Public Works or his or her duly authorized agent of the emergency, informing him or her as to what steps have been taken for protection of the traveling public and what will be required to make the necessary repairs. If the nature of the emergency is such as to interfere with the free movement of traffic, the Village police shall be notified immediately.
- 4) In an emergency, the utility shall use all means at hand to complete repairs as rapidly as practicable and with the least inconvenience to the traveling public.

c) Emergency Repairs. The utility shall file, in writing with the Village, a description of the repairs undertaken in the right-of-way within 48 hours after an emergency repair.

Section 22. Variances.

a) Request for Variance. A utility requesting a variance from one or more of the provisions of this Policy must do so in writing to the Director of Public Works as a part of the permit application. The request shall identify each provision of this Policy from which a variance is requested and the reasons why a variance should be granted.

b) Authority to Grant Variances. The Director of Public Works shall decide whether a variance is authorized for each provision of this Policy identified in the variance request on an individual basis.

c) Conditions for Granting of Variance. The Director of Public Works may authorize a variance only if the utility requesting the variance has demonstrated that:

- 1) One or more conditions not under the control of the utility (such as terrain features or an irregular right-of-way line) create a special hardship that would make enforcement of the provision unreasonable, given the public purposes to be achieved by the provision; and
- 2) All other designs, methods, materials, locations or facilities that would conform with the provision from which a variance is requested are impracticable in relation to the requested approach.

d) Additional Conditions for Granting of a Variance. As a condition for authorizing a variance, the Director of Public Works may require the utility requesting the variance to meet reasonable standards and conditions that may or may not be expressly contained within this Policy but which carry out the purposes of this Policy.

Section 23. Penalties.

Any person who violates, disobeys, omits, neglects or refuses to comply with any of the provisions of this Policy shall be subject to fine in accordance with the penalty provisions of this Code. There may be times when the Village will incur delay or other costs, including third party claims, because the utility will not or cannot perform its duties under its permit and this Policy. Unless the utility shows that another allocation of the cost of undertaking the requested action is appropriate, the utility shall bear the Village's costs of damages and its costs of installing, maintaining, modifying, relocating, or removing the facility that is the subject of the permit. No other administrative agency or commission may review or overrule a permit related cost apportionment of the Village. Sanctions may be imposed upon a utility who does not pay the

costs apportioned to it.

Section 24. Enforcement.

Nothing in this Policy shall be construed as limiting any additional or further remedies that the Village may have for enforcement of Policy.

Section 25. Severability.

If any section, subsection, sentence, clause, phrase or portion of this Policy is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.