City of Columbus
Department of Public Service
Guidelines to Utility Relocation

Disclaimer: Timelines are estimates only and should not be used for an accurate schedule. Utility owners will give accurate timelines.

Aerial Relocations

Power Relocation

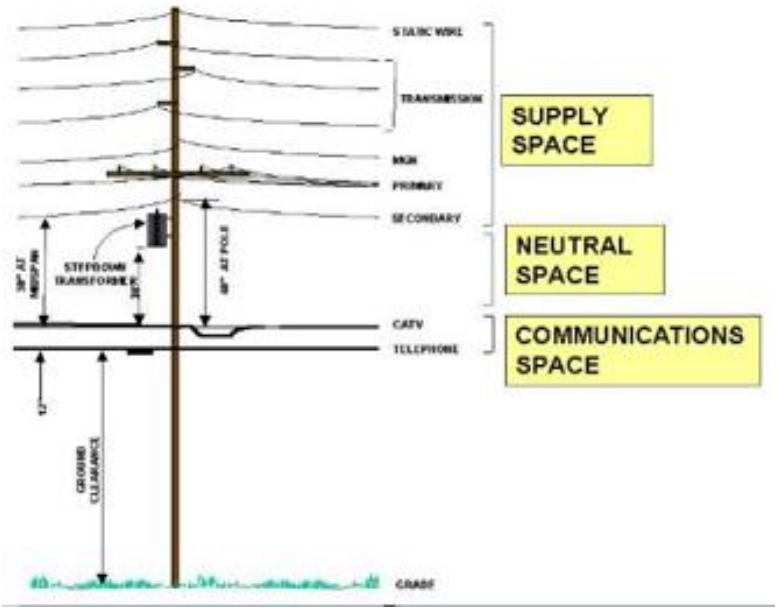
Once the power company has the Stage 2 design they should start their relocation design. Outlines below are estimated timelines for power relocations.

Small Aerial Relocation Project – 3 to 5 Poles being relocated

- Design could take 2-4 weeks
- Summit for a permit and send out joint user pole proposals. Permit could take 60-90 days
- Materials Order 2-4 weeks
- Construction could take 6-8 weeks to complete
- Power will top each pole 12" above the first joint user to indicate completed work on that pole.
- Power will return to remove poles after all joint users have completed their work, unless the last/bottom joint user is Phone who would remove the pole.

Large Aerial Relocation Project – 10+ Poles being relocated

- Design could take 4-8 weeks
- Summit for a permit and send out joint user pole proposals. Permit could take 60-90 days
- Materials Order 6-8 weeks
- Construction could take 12-26 weeks to complete
- Power will top each pole 12" above the first joint user to indicate completed work on that pole.
- Power will return to remove poles after all joint users have completed their work, unless the last/bottom joint user is Phone who would remove the pole.



Joint Users (CATV, Phone, Telecommunications, etc.)

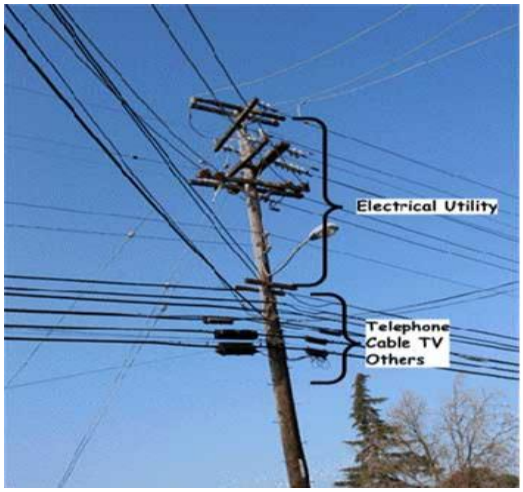
Joint users are the private utilities that are attached to the poles. Once Power has completed their relocation and sized the poles 12" about the first joint user, the first utility can start their relocation. The first user must maintain a 40" clearance from neutral on the poles. Each user must attached 12" below each other on the pole. The last user must maintain a 15'6" clearance over all roads, driveways, and parking lots. Joint users will design their relocation once the Power Company has completed their approved construction plans. Outlined below are estimated timelines for Joint User Relocations.

Small/Large Aerial Relocation Projects

- Design 2-4 weeks
- Permit will be summited in accordance with anticipated power completion. Permit could take 30-90 days.
- Users to be notified of powers completion, the top user will start their relocation. 30-60 days
- Each joint user will be notified of their turn and be given 30-60 days to complete.
- Power will return to remove poles after all joint users have completed their work, unless the last/bottom joint user is Phone who would remove the pole.
- The number of joint users will change from project to project.

Public Aerial Utilities

Public utilities such as Division of Power, Division of Technologies and Traffic/Interconnect will need to be coordinated through the project. Depending on the location of these utilities could affect the relocation schedule of the private utilities. The timeline of relocating these public utilities will need to be figured into the schedule and relayed to the private utilities. If a public utility is the top attachment on the power pole, the joint users below it cannot relocate until the public utility has been removed. Once the public utility has been removed the 30-60 days of completion time starts for the next joint user.



Underground Relocations

Power Relocation

Once the power company has the Stage 2 design they should start their relocation design. If the Power Company has easements they will need to outline them so they can be added to the design. They will also need to summit the correct paperwork for any eligible reimbursements with in the project. Underground facilities such as ducts and manholes could pose longer timelines for relocations. Timeline for underground relocations would also depend on who is putting the ducts and manholes. Outlines below are estimated timelines for power relocations.

- Depending on the size of the project the design could take 2-8 weeks
- Permit will be summited. Permit could take 60-90 days
- Material order 4-12 weeks
- Construction could take 12-26 weeks (Larger more complex projects could add more time)

If the project is to install the underground facilities such as ducts and manholes, coordination between the construction PM and Power Company is critical for the timeline. The coordination will need to include construction of the facilities and installation of new power facilities inside the new underground infrastructure.

Underground Telecommunications (CATV, Phone, Fiber Companies, etc.)

Once the Telecommunications companies have the Stage 2 design they should start their relocation design. If a Telecommunication Company has easements they will need to outline them so they can be added to the design. They will also need to summit the correct paperwork for any eligible reimbursements with in the project. Underground facilities such as ducts and manholes could pose longer timelines for relocations. Timeline for underground relocations would also depend on who is putting the ducts and manholes. Outlines below are estimated timelines for Underground Telecommunication relocations.

- Depending on the size of the project the design could take 2-6 weeks
- Permit will be summited. Permit could take 60-90 days
- Material order 2-8 weeks
- Construction could take 8-26 weeks (Larger more complex projects could add more time)
- Fiber optic Splicing notification 2-5 weeks (splicing could take multiple days)

If the project is to install the underground facilities such as ducts and manholes, coordination between the construction PM and the Telecommunication Companies are critical for the timeline. The coordination will need to include construction of the facilities and installation of new Telecommunication facilities inside the new underground infrastructure.

If the Telecommunication Companies are installing their own conduits and structures the timeline may be closer to the higher side of the estimated timelines. Each company will need to permit their installation and complete the work. The companies will need to maintain the proper clearances from all other private and public utilities.


Gas Company

Once the Gas Company has the Stage 2 design they should start their relocation design. If the Gas Company has easements they will need to outline them so they can be added to the design. They will also need to summit the correct paperwork for any eligible reimbursements with in the project. Outlines below are estimated timelines for Gas Company relocations.

- Depending on the size of the project the design could take 2-6 weeks
- Permit will be summited. Permit could take 60-90 days
- Material order 2-8 weeks
- Construction could take 8-26 weeks (Larger more complex projects could add more time)

Gas Companies might also need Power construction drawings for reference of where new poles are being set. Gas might also require pole locations to be marked in the field or poles to be set before starting some relocations.


Private Water Company

Once the Water Company has the Stage 2 design they should start their relocation design. If the Water Company has easements they will need to outline them so they can be added to the design. They will also need to summit the correct paperwork for any eligible reimbursements with in the project. Outlines below are estimated timelines for Water Company relocations.

- Depending on the size of the project the design could take 2-6 weeks
- Permit will be summited. Permit could take 60-90 days
- Material order 2-8 weeks
- Construction could take 8-26 weeks (Larger more complex projects could add more time)

Public Underground Utilities

Public utilities such as Division of Power, Division of Water, Division of Technologies and Traffic/Interconnect will need to be coordinated through the project. Depending on the location of these utilities could affect the relocation schedule of the private utilities. The timeline of relocating these public utilities will need to be figured into the schedule and relayed to the private utilities. All Public Utility plans will be in the design and will show the relocation path of each Public Utility. Private Utilities should design their relocation around the Public Utilities.

Timelines may need to be adjusted with each project depending on the complexity.

Most project that require relocations will include aerial and underground. Most companies that have both aerial and underground facilities will need to complete both at the same time.

At times additional easements must be purchased by the utility before their relocation, which could add time to the schedule

It is imperative to have communication and coordination throughout the design process of the project.

THE CITY OF
COLUMBUS
ANDREW J. GINTHER, MAYOR