

## **Sewer Utility Requirements for Utility Installations in the Public Right-of-Way**

### **Location of Utilities in relation to Public Storm and Sanitary Sewer Facilities**

1. Utilities shall be located in accordance with the Standard Utility Locations diagram provided in the Utility Plan and Construction Requirements document available on the ROW Website.
2. A minimum horizontal clearance of 5 feet is required from sewer manholes, catch basins, catch basin leads or any other public sewer facility.
3. A minimum vertical clearance of 12 inches is required from outside diameter of pipe, where a proposed utility is crossing over or under a sewer main or catch basin lead.
4. At points of crossing, sewer mains and catch basin leads shall be crossed at an angle of 45 degrees or greater, crossing of 90 degrees are preferred.
5. Utilities to be sited outside the limits of any future trench required for the maintenance, replacement or rehabilitation of sewer facilities. This trench size will vary dependent upon soil conditions, but is typically described as a 1:1 (H to V) slope from a point 12 inches below the invert.
6. The Sewer Utility shall be notified immediately of damages to public sewer facilities. Repair of damages shall be done to the satisfaction of the Sewer Utility and be in accordance with the Sewer Utility Standard Plates and Specifications. Work to be performed by Sewer Utility approved contractor. All applicable Sewer Utility permit fees shall apply.

### **Private Sewer Service Laterals**

1. Private sewer service laterals are owned by the benefitting property owner from the point of exit from the building to the point of connection, including the wye, at the public sewer main. Private service laterals installed after 2006 will be marked in the public right of way if there is a potential conflict. Service laterals installed prior to that date will not be marked in the field by the Sewer Utility.
2. Private sewer service laterals can vary in depth, however the majority are located 1 to 12 feet deep. Some areas of Saint Paul with shallow bedrock geology will have average sewer service lateral depths from 3 to 4 feet deep. Properties which are elevated above the street on hills, with retaining wall or any slab-on-grade building may have services that are only 1 to 6 feet in depth. Sewer service lateral permits written before 1990 have no depth recorded on them.
3. The Sewer Utility shall be notified immediately of damages to private sewer facilities. Repair of damages shall be done to the satisfaction of the Sewer Utility and be in accordance with the Sewer Utility Standard Plates and Specifications. Work to be

performed by Sewer Utility licensed contractors (House Drain Contractor). All applicable Sewer Utility permit fees shall apply.

### **Sources of Sewer Information**

1. Records of public and private sewer facilities are available on the City of Saint Paul's portal website. Records include strip maps, as-builts, private permits, and provide information on location, sewer materials, etc. Utility Permits will be reviewed to verify that all sanitary and storm sewer routing information is complete and accurate. All private sanitary and storm sewer connections must be accurately shown on the drawings with the corresponding permit numbers. Missing sewer information constitutes an incomplete plan submittal and will not be approved. Requests for portal access should be e-mailed to: [pwportaladmin@ci.stpaul.mn.us](mailto:pwportaladmin@ci.stpaul.mn.us)
2. For large scale spoke plans, it may become necessary to obtain GIS Shapefiles of pertinent sewer facility information. Requests for shape files should be e-mailed to: [pwportaladmin@ci.stpaul.mn.us](mailto:pwportaladmin@ci.stpaul.mn.us)

### **Trenchless Technology-Cross Bore Prevention**

1. A note indicating that trenchless installation technologies are to be utilized shall be included on the plans. Additionally, a note shall be provided indicating the requirement of post construction CCTV inspection.
2. When performing trenchless technology for the installation of a utility within the public Right-of-Way, the Contractor shall perform a post construction Closed Circuit Televised (CCTV) inspection of all public and private sewer facilities being crossed by the installed utility. The CCTV inspection shall be done in accordance with the National Association of Sewer Service Companies (NASSCO) Specification Guideline for Cross Bore Prevention and Detection.  
[https://www.nassco.org/sites/default/files/Cross%20Bore%20Specification%20Guideline\\_0.pdf](https://www.nassco.org/sites/default/files/Cross%20Bore%20Specification%20Guideline_0.pdf)
3. In lieu of post construction CCTV inspection, a Contractor may elect to perform potholing (via hydro-excavation or traditional excavation) of all sewer facilities. Documentation detailing the: date of potholing, verification of no sewer impact, and excavation restoration shall be provided within 2 days of notification to Contractor and/or Utility Company.
4. Documentation showing that CCTV activities occurred shall be made available to the Sewer Utility within 2 days of notification to the Contractor and/or Utility Company. If documentation is not provided, the Contractor and Utility Company are in violation of the Excavation/Encroachment Permit conditions. The Sewer Utility reserves the right to perform the CCTV inspection and invoice the Permit holder for all costs incurred.
5. Damages due to trenchless installation technologies to public or private sewer facilities shall be repaired to the satisfaction of the Sewer Utility and be in accordance with current:

Sewer Utility Standard Plates, Specifications, and by Sewer Utility approved contractor.  
All applicable Sewer Utility permit fees shall apply.

**Other Requirements**

1. All Contractors shall conform to the Erosion and Sediment Control for Utility Projects in the Right-of-Way guidance document.
2. All Gopher State One Call ticket requests shall reference the Utility Project Number, or Saint Paul Approval Number.