



Phased & Consolidated Encroachment Process

TYPICAL INSTALLATION PROCESS:

Small wireless facility (SWF) installations require a phased construction approach. The construction phasing typically follows the basic eight-step installation methodology and timeline below. Note, this timeline represents a best case scheduling scenario with no interruptions or delays.

A	DAY 1	Foundation excavation & rebar install	D	DAY 11	Monopole placement
B	DAY 2	Rebar inspection & concrete pour	E	DAY 12	Power panel and conduit install
C	DAY 3 - 9	Concrete curing period	F	DAY 13	Finish wiring radios & testing
D	DAY 10	Concrete break test performed	G	DAY 14	Clean up & power to panel inspection

Requiring a new traffic control plan and separate encroachment permit for each SWF construction phase is neither efficient nor practical. As a result, this phased construction approach requires multiple traffic control setups and teardowns within the same encroachment permit. UDOT sees similar phased construction approaches with new driveway installations, so this is not a new permitting methodology.

IMMEDIATE GOALS:

1. Provide a common customer experience
2. Ensure encroachment processing consistency
3. Establish a consistent encroachment fee
4. Reflect positive credit onto UDOT

MINIMUM REQUIRED DOCUMENTS:

1. Performance & Warranty Bond
2. Minimum Liability Insurance
3. Traffic Control Plan
4. Detail Plan of Work (Plan Set)
5. Copy of 5G Siting Permit

APPLICANT & SUBCONTRACTOR IDENTIFICATION:

The online permits system requires all applicants to identify all subcontractors working on a specific permit-related project. This is on step 1/5 in the online permits system application process workflow. It is permissible for subcontractors to work under the umbrella of the general contractor.

THIRD PARTY APPLICATION FACILITATORS:

The online permits system has also been specifically designed to allow for one party to pull a permit on behalf of another. For example, engineering firms often pull conditional access permits on behalf of a property owner. In such cases, it is important for the applicant name, the liability insurance, and bonding information to all contain the exact same person or entity name.

CONSISTENT STATEWIDE FEE DETERMINATION:

Fees for typical encroachment permits vary, based on factors like time and work. To streamline the application process for SWF installations, UDOT has set a fee for four week permits at a fixed \$500.

APPLICANT RESPONSIBILITIES:

Applicants are responsible to notify the assigned UDOT inspector before each traffic control setup. They also must teardown all road setups on same day, or as specified on permit.