



DESIGN STANDARDS

City of Gillette
Engineering Division
www.gillettewy.gov

CITY OF GILLETTE
DESIGN STANDARDS
(2025)

PREPARED BY:
THE ENGINEERING DIVISION

RY MUZZARELLI, P.E. – DIRECTOR, ENGINEERING & DEVELOPMENT SERVICES

JOE SCHOEN, P.E. – CITY ENGINEER

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ACKNOWLEDGEMENTS

SHAY LUNDVALL, MAYOR

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Joe Schoen, P.E.

City Administrator
Development Services Director
City Engineer

DEQ DELEGATION

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ORDINANCE NO 1643

AN ORDINANCE TO AMEND SECTION TWO OF
ORDINANCE 1437, TO DESIGNATE THE CITY ENGINEERING
DIVISION AND THE CITY ENGINEER AS THE DELEGATED LOCAL
OFFICIAL TO ENFORCE THE PERMITTING PROGRAM DELEGATED
TO THE CITY OF GILLETTE BY THE STATE OF WYOMING
PURSUANT TO THE APPROVAL OF ORDINANCE 1437

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE
WYOMING:

SECTION ONE. Section Two of Ordinance 1437 is amended to read as
follows:

SECTION TWO. The City of Gillette hereby designates the
City Engineering Division and the City Engineer as the Delegated
Local Official who is authorized to enforce and administer the
permitting program delegated by the State of Wyoming, acting
through the Administrator of the Water Quality Division of the
Department of Environmental Quality.

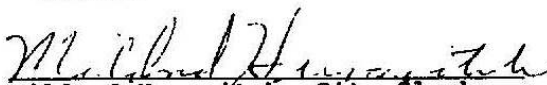
PASSED, APPROVED AND ADOPTED this 16th, day of February, 1987.



H.A. CARTER, Mayor

(S E A L)

ATTEST:



Mildred Huravitch, City Clerk

INTRODUCTION

The City of Gillette Design Standards contains the general design standards to be used for Private Development contracted projects and for City contracted projects. The Design Standards document also contains general pre-construction requirements and construction requirements for permitting and obtaining approval of development projects and other public improvements.

The Design Standards document is comprised of the following sections:

1. Project Forms
2. Section 101 - General Pre-Construction Requirements and Procedures for Development.
3. Section 102 - General Construction Requirements and Procedures for Development.
4. Section 103 - General Requirements and Procedures for Acceptance of A Project.
5. Section 301 - Design of Water Distribution Systems.
6. Section 401 - Design of Sanitary Sewer Systems.
7. Section 403 - Design of Storm Drainage Systems.
8. Section 504 – Design of Concrete Sidewalks and Curb Ramps.
9. Section 609 - Design of Flexible Pavements.
10. Section 610 - Design of Rigid Pavements.
11. Section 611 - Street Geometrics.

The Design Standards are intended to cover the typical design methods, and to give the minimum values the City will accept. The City Engineer encourages the use of the design methods given, but may accept proven alternative design methods.

When submitting the plans and reports for approval by the City Engineer, calculations should be included. The calculations should be submitted in a neat and readable fashion but need not be typed.

Where a reference is made to an ASTM, ANSI, AASHTO, DEQ, MUTCD, or any other standardized document or designation, it shall be the latest revision at the time. Where conflicts regarding design elements for public improvements between the City Design Standards and City Subdivision Regulations exist, the Design Standards shall govern.

PROJECT FORMS

BID BOND

Any singular reference to Bidder, Surety, Owner, or other party shall be consider plural where applicable

BIDDER (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

City of Gillette
201 East Fifth Street
Gillette, WY 82716

BID

Bid Due Date:
Project (Brief Description Including Location):

BOND

Bond Number:
Date (Not later than Bid due date):
Penal sum _____
(Words) (Numerals)

Surety and Bidder, intending to be legally bound hereby, subject to the term printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

SURETY

Bidder's Name and Corporate Seal (Seal) (If Avail) _____ (Seal-If Avail)
Surety's Name and Corporate Seal

By: _____ By: _____
Signature and Title Signature and Title
(Attach Power of Attorney)

Attest: _____ Attest: _____
Signature and Title Signature and Title

Note: Above addresses are to be used for giving required notice.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Surety's liability.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:

- a. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - b. All Bids are rejected by Owner, or
 - c. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default by Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notice required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

PAYMENT BOND

Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable

CONTRACTOR (Name and Address): _____ SURETY (Name and Address of Principle Place of Business): _____

OWNER (Name and Address): _____

CONTRACT

Date: _____
Amount: _____
Description (Name and Location) _____

BOND

Bond Number: _____
Date (Not earlier than Contract Date): _____
Amount: _____
Modifications to this Bond Form: _____

Surety and Contractor, intending to be legally bound hereby, subject to the terms printed on the following pages hereof, for each cause this Payment Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

Company: _____

Signature: _____ (Seal)
Name and Title: _____ (If Avail)

SURETY

Surety's Name and Corporate Seal (If Avail)

By: _____
Signature and Title
(Attach Power of Attorney)

Attest: _____
Signature and Title

(Space is provided below for signatures of additional parties, if required)

CONTRACTOR AS PRINCIPAL

Company: _____

Signature: _____ (Seal)
Name and Title: _____ (If Avail)

SURETY

Surety's Name and Corporate Seal (If Avail)

By: _____
Signature and Title
(Attach Power of Attorney)

Attest: _____
Signature and Title

1. Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to Owner to pay for labor, materials, and equipment furnished by Claimants for the use in the performance of the Contract, which is incorporated herein by reference.
2. With respect to Owner, this obligation shall be null and void if Contractor;
 - 2.1 Promptly makes payment, directly or indirectly, for all sums due Claimants, and
 - 2.2 Defends, indemnifies, and holds harmless Owner from all claims, demands, liens, or suits alleging non-payment by Contractor by any person or entity who furnished labor, materials, or equipment for use in the performance of the Contractor and Surety (at the addresses described in Paragraph 12) of any claims, demands, liens, or suits and tendered defense of such claims, demands, liens, or suits to Contractor and Surety, and provided there is no Owner Default.
3. With respect to Claimants, this obligation shall be null and void if Contractor promptly makes payment, directly or indirectly, for all sums due.
4. Surety shall have no obligation to Claimants under this Bond until:
 - 4.1 Claimants who are employed by or have a direct contract with Contractor have given notice to Surety (at the addresses described in Paragraph 12) and sent a copy, or notice thereof, to Owner, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.
 - 4.2 Claimants who do not have a direct contract with Contractor:
 1. Have furnished written notice to Contractor and sent a copy, or notice thereof, to Owner, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the party to whom the materials or equipment were furnished or supplied, or for whom the labor was done or performed; and
 2. Have either received a rejection in whole or in part from Contractor, or not received within 30 days of furnishing the above notice any communication from Contractor by which Contractor has indicated the claim will be paid directly or indirectly; and
 3. Not having been paid within the above 30 days, have sent a written notice to Surety and sent a copy, or notice thereof, to Owner, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to Contractor.
5. If a notice by a Claimant required by Paragraph 4 is provided by Owner to Contractor or to Surety, that is sufficient compliance.
6. When a Claimant has satisfied the conditions of Paragraph 4, the Surety shall promptly and at Surety's expense take the following actions:
 - 6.1 Send an answer to the Claimant, with a copy to Owner, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.
 - 6.2 Pay or arrange for payment of any undisputed amounts.
7. Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by Surety.
8. Amounts owed by Owner to Contractor under the Contract shall be used for the performance of the Contract and to satisfy claims, if any, under any performance bond. By Contractor furnishing and Owner accepting this Bond, they agree that all

funds earned by Contractor in the performance of the Contract are dedicated to satisfy obligations of Contractor and Surety under this Bond, subject to Owner's priority to use the funds for the completion of the Work.

9. Surety shall not be liable to Owner, Claimants, or others for obligations of Contractor that are unrelated to the Contract. Owner shall not be liable for payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligations to make payments to, give notices on behalf of, or otherwise have obligations to Claimants under this Bond.
10. Surety hereby waives notice of any change, including changes of time, to the Contract or to related Subcontracts, purchase orders and other obligations.
11. No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the location in which the Work or part of the Work is located or after the expiration of one year from the date (1) on which the Claimant gave the notice required by Paragraph 4.1 or Paragraph 4.2.3, or (2) on which the last labor or service was performed by anyone or the last materials, or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.
12. Notice of Surety, Owner, or Contractor shall be mailed or delivered to the addresses shown on the signature page. Actual receipt of notice by Surety, Owner, or Contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.
13. When this Bond has been furnished to comply with a statutory requirement in the location where the Contract was to be performed, any provision in this Bond conflicting with said statutory requirement shall be deemed deleted herefrom and provisions conforming to such statutory requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory Bond and not as a common law bond.
14. Upon request of any person or entity appearing to be a potential beneficiary of this Bond, Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.
15. DEFINITIONS
 - 15.1 Claimant: An individual or entity having a direct contract with Contractor, or with a first-tier subcontractor of Contractor, to furnish labor, materials, or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service, or rental equipment used in the Contract, architectural and engineering services required for performance of the Work of Contractor and Contractor's Subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials, or equipment were furnished.
 - 15.2 Contract: The agreement between Owner and Contractor identified on the signature page, including all Contract Documents and changes thereto.
 - 15.3 Owner Default: Failure of Owner, which has neither been remedied nor waived, to pay Contractor as required by the Contract or to perform and complete or comply with the other terms thereof.

IMPORTANT: Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in Wyoming

PERFORMANCE BOND

Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable

CONTRACTOR (Name and Address): _____ SURETY (Name and Address of Principle Place of Business): _____

OWNER (Name and Address): _____

CONTRACT

Date: _____

Amount: _____

Description (Name and Location) _____

BOND

Bond Number: _____

Date (Not earlier than Contract Date): _____

Amount: _____

Modifications to this Bond Form: _____

Surety and Contractor, intending to be legally bound hereby, subject to the terms printed on the following pages hereof, for each cause this Performance Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

Company: _____

Signature: _____ (Seal)

Name and Title: _____ (If Avail)

SURETY

(Seal)

Surety's Name and Corporate Seal (If Avail)

By: _____

Signature and Title

(Attach Power of Attorney)

Attest: _____

Signature and Title

(Space is provided below for signatures of additional parties, if required)

CONTRACTOR AS PRINCIPAL

Company: _____

Signature: _____ (Seal)

Name and Title: _____ (If Avail)

SURETY

(Seal)

Surety's Name and Corporate Seal (If Avail)

By: _____

Signature and Title

(Attach Power of Attorney)

Attest: _____

Signature and Title

1. Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to Owner for the performance of the Contract, which is incorporated herein by reference.

2. If Contractor performs the Contract, Surety and Contractor have no obligation under this Bond, except to participate in conferences as provided in Paragraph 3.1.
3. If there is no Owner Default, Surety's obligation under this Bond shall arise after:
 - 3.1 Owner has notified Contractor and Surety, at the addresses described in Paragraph 10 below, that Owner is considering declaring a Contractor Default and has requested and attempted to arrange a conference with Contractor and Surety to be held not later than 15 days after receipt of such notice to discuss methods of performing the Contract. If Owner, Contractor and Surety agree, Contractor shall be allowed a reasonable time to perform the Contract, but such an agreement shall not waive Owner's right, if any, subsequently to declare a Contractor Default; and
 - 3.2 Owner has declared a Contractor Default and formally terminated Contractor's right to complete the Contract. Such Contractor Default shall not be declared earlier than 20 days after Contractor and Surety have received notice as provided in Paragraph 3.1; and
 - 3.3 Owner has agreed to pay the Balance of the Contract Price to:
 1. Surety in accordance with the terms of the Contract;
 2. Another contractor selected pursuant to Paragraph 4.3 to perform the Contract.
4. When Owner has satisfied the conditions of Paragraph 3, Surety shall promptly and at Surety's expense take one of the following actions:
 - 4.1 Arrange for Contractor, with consent of Owner, to perform and complete the Contract; or
 - 4.2 Undertake to perform and complete the Contract itself, through its agents or through independent contractors; or
 - 4.3 Obtain bids or negotiated proposals from qualified contractors acceptable to Owner for a contract for performance and completion of the Contract, arrange for a contract to be prepared for execution by Owner and Contractor selected with Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Contract, and pay to Owner the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by Owner resulting from Contractor Default; or
 - 4.4 Waive its rights to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:
 1. After investigation, determined the amount for which it may be liable to Owner and, as soon as practicable after the amount is determined, tender payment therefore to Owner; or
 2. Deny liability in whole or in part and notify Owner citing reasons therefore.
5. If Surety does not proceed as provided in Paragraph 4 with reasonable promptness, Surety shall be deemed to be in default on this Bond 15 days after receipt of an additional written notice from Owner to Surety demanding that Surety perform its obligations under this Bond, and Owner shall be entitled to enforce any remedy available to Owner. If Surety proceeds as provided in Paragraph 4.4, and Owner refuses the payment tendered or Surety has denied liability, in whole or in part, without further notice Owner shall be entitled to enforce any remedy available to Owner.
6. After Owner has terminated Contractor's right to complete the Contract, and if Surety elects to act under Paragraph 4.1, 4.2, or 4.3 above, then the responsibilities of Surety to Owner shall not be greater than those of Contractor under the Contract, and the responsibilities of Owner to Surety shall not be greater than those of Owner under the Contract. To a limit of the amount of this Bond, but subject to commitment by Owner of the Balance of the Contract Price to mitigation of costs and damages on the Contract, Surety is obligated without duplication for:

- 6.1 The responsibilities of Contractor for correction of defective Work and completion of the Contract;
- 6.2 Additional legal, design professional, and delay cost resulting from Contractor's Default, and resulting from the actions or failure to act of Surety under Paragraph 4; and
- 6.3 Liquidated damages, or if no liquidated damages are specified in the Contract, actual damages caused by delayed performance or nonperformance of Contractor.
7. Surety shall not be liable to Owner or others for obligations of Contract that are unrelated to the Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than Owner or its heirs, executors, administrators, or successors.
8. Surety hereby waives notice of any change, including changes of time, to Contract or to related subcontracts, purchase orders, and other obligations.
9. Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the Work or part of the Work is located and shall be instituted within two years after Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.
10. Notice of Surety, Owner, or Contractor shall be mailed or delivered to the address shown on the signature page.
11. When this Bond has been furnished to comply with a statutory requirement in the location where the Contract was to be performed, any provision in this Bond conflicting with said statutory requirement shall be deemed deleted herefrom and provisions conforming to such statutory requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.
12. Definitions.
 - 12.1 Balance of the Contract Price: The total amount payable by Owner to Contractor under the Contract after all proper adjustments have been made, including allowance to Contractor of any amounts received or to be received by Owner in settlement of insurance or other Claims for damages to which Contractor is entitled, reduced by all valid and proper payments made to or on behalf of Contractor under the Contract.
 - 12.2 Contract: The agreement between Owner and Contractor identified on the signature page, including all Contract Documents and changes thereto.
 - 12.3 Contractor Default: Failure of Contractor, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Contract.
 - 12.4 Owner Default: Failure of Owner, which has neither been remedied nor waived, to pay Contractor as required by the Contract or to perform and complete or comply with the other terms thereof.

IMPORTANT: Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in Wyoming.

**CITY OF GILLETTE
NOTICE OF AWARD**

To: _____

Address: _____

Project Name: _____

Project No: _____

You are notified that your Bid, dated _____, 20__, for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for:

(Indicate total Work, alternates or sections or Work awarded)

The Contract Price of your Contract is \$ _____

One hard copy of each of the proposed Contract Documents and drawings accompany this Notice of Award.

You must comply with the following conditions precedent within fifteen (15) business days of the date you receive this Notice of Award.

1. Deliver to the Owner, two fully executed counterparts of the Agreement.
2. Also deliver the executed Contract Documents and Contract security (Bonds) as specified in the Instruction to Bidders (Article 20), and General Conditions (Paragraph 6.01).
3. Other condition precedent:
 - a. _____
 - b. _____
 - c. _____

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul the Notice of Award and declare your Bid security forfeited.

Within ten business days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement and associated Contract Documents.

You are required to return an acknowledged copy of this Notice of Award to the Owner within five (5) business days from the date of this Notice to you.

Dated this _____ day of _____, 20__

City of Gillette
Owner

By: _____
City Engineer

ACCEPTANCE OF NOTICE

RECEIPT OF THE ABOVE NOTICE OF AWARD IS HEREBY ACKNOWLEDGED.

By: _____, this _____ day of _____, 20__ .
Contractor

By: _____
Contractor

Name: _____

Title: _____

**CITY OF GILLETTE
NOTICE TO PROCEED**

To: _____
Contractor

Address: _____

Project Name: _____

Project No: _____

You are notified that the Contract Times under the above contract will commence to run on _____ .
On that date, you are to start performing your obligations under the Contract Documents. In accordance with
Article 4 of the Agreement, the number of days to achieve Substantial and Final Completion is

_____.

Also, before you may start any Work at the Site, you must [*add other requirement*]:

City of Gillette
Owner

By: _____
City Engineer

Date

ACCEPTANCE OF NOTICE

RECEIPT OF THE ABOVE NOTICE TO PROCEED IS HEREBY ACKNOWLEDGED.

By: _____, this _____ day of _____, 20__.
Contractor

By: _____
Contractor

Name: _____

Title: _____

Work Change Directive

No. _____

Date of Issuance: _____ Effective Date: _____

Project:	Owner: City of Gillette	Project No.:
Contractor:		Date of Contract:

You are directed to proceed promptly with the following change(s):

Item No.	Description

Attachments (list documents supporting change):

Purpose for Work Change Directive:

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- Non-agreement on pricing of proposed change.
- Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$ _____ (increase/decrease) Contract Time _____ (increase/decrease)
days

If the change involves an increase, the estimated amounts are not to be exceeded without further authorization.

Recommended for Approval by Engineer:	Date
Accepted for Contractor by:	Date
Authorized for Owner by:	Date
Approved by City Administrator: (if applicable)	Date

(Applicable if Work Change Directive exceeds 10% of the original Contract price [cumulative].)

**CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION**

Project: _____

Project No.: _____

Owner: City of Gillette

Date of Contract: _____

Contractor: _____

This Certificate of Substantial Completion applies to:

_____ All Work under the Contract Documents:

_____ The following specified portions:

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

_____ Amended Responsibilities

_____ Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

**CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION**

Project: _____

Project No.: _____

Date of Contract: _____

Owner: City of Gillette

Contractor: _____

Engineer: _____

This Certificate of Final Completion applies to:

_____ All Work under the Contract Documents:

_____ The following specified portions:

Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this _____ day of _____, 20__

CONTRACTOR (COMPANY NAME)

SIGNATURE (TITLE)

STATE OF WYOMING }
 }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by _____,
this _____ day of _____, 20__

Witness my hand and official seal

Notary Public

My commission Expires:

CITY OF GILLETTE

(Name), Mayor

Date

(S E A L)
ATTEST:

(Name), City Clerk

WARRANTY

(Contractor)

_____ hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the _____ FOR A PERIOD OF **One Year** FROM THE DATE OF SUBSTANTIAL AND FINAL COMPLETION.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of **ONE YEAR** is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for _____

DATED this _____ day of _____, 20__

CONTRACTOR (COMPANY NAME)

SIGNATURE (TITLE)

STATE OF WYOMING }
 }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by _____,
this _____ day of _____, 20__

Witness my hand and official seal

Notary Public

My commission Expires:

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK

WARRANTY

(Developer)

_____, hereinafter the DEVELOPER, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the _____
_____ FOR A PERIOD OF **Two Years** FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL.

DEVELOPER further agrees in the event that any or all of the Project improvements fail to conform to the City's Specifications, or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Permit or to bring Project improvements up to the City's Specifications, that DEVELOPER will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of **TWO YEARS** is not in conformity with the City Specifications.

Provided, however: That the City of Gillette shall give written notice to DEVELOPER that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant City Specifications. Said notice shall be sent to DEVELOPER by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to DEVELOPER in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of DEVELOPER shall be to compensate the City of Gillette for bringing any improvements up to the City's Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the two year period specified above if the City sent notice as provided above within the two year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the two year period.

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: Wyoming

CITY: Gillette

COUNTY: Campbell

DATE: _____

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and _____ the Contractor, dated _____.

For the _____
Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contract.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every kind and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

Contractor

Date

Address

City

State

Zip Code

Signed by

Title

Subscribed and sworn to before me this ___ day of _____, 20__.

Notary Public

My Commission Expires: _____

SECTION 101

GENERAL PRE-CONSTRUCTION REQUIREMENTS AND PROCEDURES FOR DEVELOPMENT

101.00 PRELIMINARY PLAN SUBMITTAL REQUIREMENTS AND PROCEDURES:

Applicants seeking review of Preliminary Plans for developments and other public improvements on private development contracted projects as deemed necessary by the City Engineer shall follow the requirements and submittal procedures outlined in this section. Preliminary Plan requirements are administered by the Engineering Division and are to coincide with any Planning Division and/or Building Division preliminary requirements for development and other public improvements on private development contracted projects.

The engineering plans shall be labeled as Preliminary Plans for this stage. The Plans shall be prepared by a Professional Engineer licensed to practice in Wyoming. The Preliminary Plans shall be submitted through the City of Gillette electronic plans review program through the City Planning Division. The City of Gillette website, under the Engineering, Planning, or Building Divisions, can be referenced for guidance and instructions on using the electronic plans review program.

101.01 PRELIMINARY PLAN REQUIREMENTS:

Preliminary Plans shall include the following items. Only the information that applies to each of the associated development processes: Preliminary Platting, Commercial Site Plans, or Development Plans, shall be required for that particular process. Sketch Plat requirements are as identified in the Subdivision Regulations and do not require the Preliminary Plans as related to this section.

A. **PRELIMINARY PLAT.** When preliminary platting a project area, the Preliminary Plans shall include a copy of the preliminary plat in conformance with the current Subdivision Regulations.

B. **UTILITY PLAN.** The Utility Plan shall include the proposed location of water, sanitary sewer, electric, gas, cable TV, and phone lines and all associated easements. Also, the proposed locations of all fire hydrants, water valves and manholes, and the size of the proposed water mains and sanitary sewer mains shall be shown. The Utility Plan shall also include the location of all existing utilities and, if applicable, shall indicate the location of the proposed connections to these existing utility systems.

C. **STREET, DRAINAGE AND GRADING PLANS.** The plans shall include the right-of-way widths, street widths, proposed street grades, and conceptual grading plans. The plans shall also include the boundary of the one hundred (100) year flood plain, known geotechnical hazards, if applicable, existing and proposed contour lines, drainage flow arrows, location of detention ponds, proposed storm sewers, drainage structures, area(s) of disturbance, drainage easements, or any other applicable permanent stormwater Best Management Practices (BMPs) as associated with the project improvements. The Project Contractor is responsible for the BMPs associated with the methods and procedures of their construction activities and shall be in accordance with DEQ requirements and permitting. City of Gillette Vertical Control Monuments (VCM) shall be used for the elevation datum.

D. OFFSITE PUBLIC IMPROVEMENTS. If offsite public improvements are required in order to connect into existing city facilities, the offsite plans shall include the proposed lines, connection locations, and identify the status of the right-of-way or easements for the improvements.

101.02 SUPPLEMENTAL REPORTS TO BE SUBMITTED WITH THE PRELIMINARY PLANS:

The following documents, as applicable, shall be uploaded into the electronic permitting software

A. PRELIMINARY DRAINAGE REPORT. A Preliminary Drainage Report shall be prepared in conformance with the requirements of the City of Gillette Storm Drainage Design Manual, and shall be prepared by a Professional Engineer licensed to practice in Wyoming. This report is required with the Preliminary Plans.

B. PRELIMINARY GEOTECHNICAL REPORT. If the geotechnical investigation report is completed (See Section 101.20) or if preliminary reports have been made, the City will review these documents with the Preliminary Plans.

C. TRAFFIC IMPACT ANALYSIS REPORT. If a Traffic Impact Analysis Report is required as per Section 611, the City will review this report with the Preliminary Plans.

101.03 PRELIMINARY PLAN SUBMITTAL PROCEDURE:

A. The Applicant shall submit the Preliminary Plans via the electronic permitting program through the Planning Division. The Application for Permit to Construct for the infrastructure improvements is not required at the preliminary stage.

B. The Preliminary Plans shall be submitted to the Engineering Division at the same time the preliminary plat is submitted to the Planning Division for consideration by the City Planning Commission. This is accomplished by uploading all of the required preliminary plat requirements (Preliminary Plat, Preliminary Plans, and Preliminary Reports) to the permitting software utilizing the permit number issued by the Planning Division. The Engineering Division will review the Preliminary Plans and also make any comments regarding the Preliminary Plat to the Planning Division.

C. The Engineering Division will also review the preliminary geotechnical report, if submitted, and may request additional testing or information, if necessary.

D. After reviewing the Preliminary Plans, the Engineering Division will make any comments, which will be presented at the Staff Review Meeting coordinated by the Planning Division. At any time during the review process, the Applicant may log in to the electronic permitting program and see any comments that have been made on the documents. No paper copies are required to be submitted to the Engineering Division at this stage.

E. The Applicant shall then revise and resubmit the plans as Final Construction Plans. (See Section 101.20 on FINAL SUBMITTAL REQUIREMENTS AND PROCEDURES).

101.10 MINOR PLAT APPROVAL:

A plat is considered a Minor Plat when the following conditions are met:

1. The plat is a subdivision or a re-subdivision that adjusts the lot lines of more than two (2) lots without creating additional lots; combines more than two (2) lots into one (1) lot; combines two (2) or more lots into multiple lots; or creates no more than ten (10) new lots from any single or multiple parcels, tracts, or lots.

2. The subdivision is served by existing utilities and does not require extension of streets, utilities or other infrastructure improvements.

According to the Subdivision Regulations, once the plat is declared a Minor Plat, the sub-divider may proceed directly to the preparation of the Final Plat.

A. In order to coordinate the Engineering Division's recommendations on the Minor Plat with the Planning Division, the required supporting materials must be submitted to the Engineering Division, through the Planning Division, via the electronic permitting software in accordance with their yearly adopted Development Review Schedule.

The supporting materials shall include the existing plat with lot lines and existing water and/or sewer services clearly identified in relation to their proposed alterations.

The Engineering Division will review the supporting materials and make any comments regarding the Minor Plat to the Planning Division.

B. Any new service lines shall either be installed prior to recording the plat or provided a financial guarantee for their installation on residential lots prior to the plat being recorded. A financial agreement between the applicant and the City of Gillette shall be completed. This agreement is known as a Service Line Agreement and it covers the installation or abandonment of service lines only.

Water and sanitary sewer services may be installed at time of development for commercial, institutional and industrial subdivisions.

101.20 FINAL SUBMITTAL REQUIREMENTS AND PROCEDURES:

Applicants seeking approval of Final Plans for construction of developments and other public improvements on private developer contracted projects as deemed necessary by the City Engineer shall follow the requirements and submittal procedures outlined in this section. The Final Construction Plan submittal and review process is administered by the City Engineering Division. This process is directly linked to the associated application for Permit to Construct for the infrastructure improvements presented in the Final Plans. These documents are submitted to the Engineering Division via the electronic permitting software and are separate from the Final Plat submittal which is required and administered by the Planning Division.

101.21 FINAL SUBMITTAL REQUIREMENTS:

A. CONSTRUCTION DRAWINGS/FINAL PLANS. The final plans shall include the following, if applicable: cover sheet, notes and legends sheet, final plat, overall grading plan, detailed grading plan, erosion and sediment control plan, final drainage plan, overall utility plan, electrical and dry utility plan, street and alleys (if applicable) plans and profiles, temporary traffic control plan, signing and striping plan, sanitary sewer main plans and profiles, water main plans and profiles, storm sewer plans and profiles, and detail sheets. These plans shall include the applicable information detailed in the Final Submittal Checklist. The Plans shall be prepared by a Professional Engineer licensed to practice in Wyoming.

B. GEOTECHNICAL INVESTIGATION REPORT. The final submittal shall include a geotechnical investigation report, prepared by a Professional Engineer registered to practice in Wyoming, which identifies any special geotechnical hazards, and develops recommendations regarding the hazards, grading, and pavements. Four (4) separate reports: Geotechnical Hazards, Grading, Pavement Design, and Subsurface Profile (Soil Borings) are required and may be submitted together as long as they comprise a complete report.

1. The Geotechnical Hazards portion shall consider but not be limited to: expansive or collapsible soils, slope instability, groundwater, springs, mine subsidence, and any other geotechnical or geological hazards the investigating Engineer becomes aware of. The report shall include a map illustrating the location of potential hazards.

2. The Grading portions shall include: data regarding the distribution and engineering characteristics of the various soils; data about groundwater levels, especially those within the depth of influence to proposed structures; the geotechnical feasibility of development as planned; recommendations concerning mitigation of geotechnical/geologic hazards, grading criteria, and any other information pertinent to the proposed land use.

3. The Pavement Design portion shall include the vertical and horizontal distribution of various subgrade soils, and for each soil type, design tests and correlations to estimate the resilient modulus. The pavement design procedure and all assumptions used (including the average daily traffic and equivalent 18 kip single axle load calculations) to determine the pavement section(s) shall be presented. The selected design procedure must not result in a lesser pavement section than would have resulted from use of the procedures outlined in Sections 609 and 610.

4. Soils shall be classified in accordance with the Unified Soil Classification System (ASTM D:2487 / ASTM D:2488) or the AASHTO (M 145-91) Classification system. The classification and engineering properties of representative soils shall be confirmed by the appropriate ASTM tests and observations.

Soil strength, effect of engineering properties due to moisture variation in soil, bearing capacity, compressibility/collapse potential, and expansive properties shall be established using the appropriate ASTM test procedures on representative, relatively undisturbed soil samples. It is required there be a minimum of one (1) boring per five-hundred (500) longitudinal feet of R.O.W. being developed or rehabilitated. Each boring shall adequately depict subsurface conditions within the street right-of-way. The minimum depth of each boring shall be five (5) feet below the base of pavement, at least ten (10) feet below the bearing elevation of proposed structures, and at least fifteen (15) feet below the proposed final grade. Drilling methods for borings below the groundwater table shall be by hollow stem auger, mud rotary, or other submitted method approved by the City Engineer.

Soil sampling shall be performed by ASTM D1586-99 (2000) Standard Test Method for Penetration Test and Split Barrel Sampling of Soils. The sampling interval shall be no greater than every five (5) feet of boring depth. In very soft soils, Standard Penetration Tests can be supplemented by ASTM D 1587-94 (2000) Standard Practice for Thin-Walled Tube Geotechnical Sampling of Soils. Alternative sampling methods shall be used only as approved by the City Engineer.

C. WATER AND SANITARY SEWER DESIGN REPORTS. The final submittal shall include a Water System Design Report and a Sanitary Sewer System Design Report, as applicable, and shall be prepared by an Engineer registered to practice in Wyoming. The report(s) shall conform to the requirements of Wyoming Department of Environmental Quality (DEQ) as outlined in their Water Quality Rules and Regulations, Chapters 11 and 12.

D. FINAL DRAINAGE REPORT. The final submittal shall include a Final Drainage Report, prepared in conformance with the City of Gillette Storm Drainage Design Manual by a Professional Engineer licensed to practice in Wyoming.

E. TRAFFIC IMPACT ANALYSIS REPORT. If applicable, the final submittal shall include a Traffic Impact Analysis Report. (see Section 611)

F. STORMWATER PERMIT APPLICATION AND STORMWATER POLLUTION PREVENTION PLAN (SWPPP). The final submittal shall include a copy of the Stormwater Permit Application and SWPPP in accordance with the City of Gillette Storm Drainage Design Manual.

G. SUBMITTAL OF FORMS. The Application for Permit to Construct (PTC) and Final Submittal Check List shall be completed, signed, and submitted with the final plans.

H. VARIANCES. If the Applicant desires to design and construct improvements in variance to criteria in these standards, such variance(s) should be identified in the initial submittal of the construction plans. The variance request(s) shall consist of:

1. Identification of the criteria provisions to be waived or varied.
2. Identification of the alternative design or construction criteria to be adhered to.
3. A thorough justification of the variance request including impact on capital and maintenance requirements and cost.

101.22 FINAL SUBMITTAL PROCEDURES:

The Final Plans submittal procedures are completed via the electronic permitting program through the Engineering Division. This creates a separate permit number that will be associated with the DEQ Permit to Construct (PTC) and is different from the project number that was used to upload the Preliminary Plan documents through the City Planning Division.

A. The Applicant shall submit the completed Final Plans along with the Geotechnical Investigation Report, Water System Design Report, Sanitary Sewer System Design Report, Final Drainage Report, Traffic Impact Analysis Report, Stormwater Permit Application and SWPPP to the City of Gillette Engineering Division for review and approval.

The Application for Permit to Construct and the Final Submittal Check List must be submitted with the Final Plans.

B. The Final Plans along with the associated Final Reports and Application for Permit to Construct must be approved by the Engineering Division before the Permit to Construct will be issued.

C. The Permit to Construct must have been issued at least one (1) week before the resolution approving the final plat is scheduled for reading at the Gillette City Council. If the Permit to Construct has not been issued at least one (1) week prior to the scheduled reading, the reading of the final plat resolution shall be taken off of the City Council Agenda until such time the Permit to Construct is issued.

D. No construction will begin on a project before the Permit to Construct has been issued, except that a Grading Only Permit may be issued by the City Engineer upon approval of the final overall grading plan, erosion and sediment control plan and any applicable detail sheets, and issuance of a Storm Water Permit.

101.30 PERMITTING PROCEDURES:

The City of Gillette has received authority from the State of Wyoming Water Quality Division of the Department of Environmental Quality to regulate publicly owned or controlled sewage collection

facilities and publicly owned or controlled water distribution facilities. The delegation of this authority to the City of Gillette requires that the City administer the Permit to Construct.

No construction for developments or other public improvements on private development contracted projects as deemed necessary by the City Engineer, and no construction, installation, or modification of public infrastructure including but not limited to: a public water supply, sewerage system, treatment works, disposal system, or other facility capable of causing or contributing to pollution shall be allowed unless a Permit to Construct has been obtained from the City Engineer.

101.31 APPLICATION REQUIREMENTS:

A. Any person who proposes to construct, install, or modify a facility required to be permitted shall submit one (1) copy of the Application for Permit to Construct, which is incorporated herein by this reference. A digital version of this document can be uploaded into the electronic permitting software to start the process.

B. The Application for Permit to Construct must be accompanied by the Final Plans, Final Design Report(s), Stormwater Permit Application and SWPPP, other pertinent information covering the project, and any additional information required by the City Engineer.

C. All plans and design reports submitted shall carry the seal and signature of the designing engineer, who must be a Professional Engineer registered in the State of Wyoming.

101.32 APPLICATION PROCESSING PROCEDURES:

All applications for Permit to Construct will be processed in the following manner:

A. The City Engineer shall review each completed application to determine whether:

1. The Application meets minimum applicable standards and the requirements of the City of Gillette Standard Construction Specifications, Design Standards, and D.E.Q. Water Quality Rules and Regulations, and should be authorized; or
2. The Application should be authorized with modification.

B. Incomplete applications will be processed in the following manner:

1. Additional information will be requested from the applicant in order to complete the review.
2. If the application is grossly incomplete, it will be returned to the applicant with a request for completion and re-submittal on a new application.
3. If an application is returned to the applicant because of incompleteness, the applicant shall have a maximum of six (6) months to provide the additional information. If the applicant fails to provide the requested information within that period, the entire incomplete application shall be denied and the application returned to the applicant.
4. If the applicant does not address all comments and make the appropriate revisions identified in the initial review on the re-submittal, a charge of \$100.00 will be assessed for review of each submittal thereafter.

C. The application will be reviewed and final action taken by the City Engineer within fifteen (15) working days. The review time will be lengthened if the submittal is incomplete and additional information is requested.

D. All plans and reports must meet or exceed the City of Gillette Standard Construction Specifications and Design Standards and applicable regulations.

E. Each application will be reviewed on its own merit. Processing of an application with respect to recommendations or required changes will be done in accordance with the provisions of applicable statutes, rules and regulations enforced by the City Engineer.

F. The City Engineer shall promptly notify the applicant in writing of the final action taken on the application. If the conditions of the permit are different from the proposed application submitted by the applicant for review, the notification shall include reasons for the changes made.

G. If, upon review of an application, the City Engineer determines that a permit is not required, the City Engineer shall notify the applicant of this determination in writing. Such notification shall constitute final action on the application.

101.33 DURATION, TERMINATION, AND TRANSFER OF PERMITS:

A. The City Engineer may require an expiration date less than two (2) years on the permit issued. Those permits issued without a specified expiration date will be in force no more than two (2) years from the date of issuance.

B. Permits will be issued only to the official applicant of record, who must be the owner of the permitted facility, for only the type of construction of record and shall be automatically terminated:

1. Within sixty (60) days after sale or exchange of the facility.
2. Upon issuance of a new, renewed or modified permit.
3. Upon written request of the permittee.

C. Permits may be transferred to new owners by completion and submittal of application forms by the new owner to the City Engineer. The new owner shall also submit a written request from the existing owner to transfer ownership. The City Engineer shall act within ten (10) working days after receipt of the request.

D. Any conditions established in a construction, installation or modification permit would be automatically transferred to the new owner whenever a transfer of ownership of the facility occurs.

101.34 RENEWAL OF A PERMIT

A permit may be renewed on the following conditions:

A. A written statement is filed with the City Engineer stating that there will not be any changes in the plans for construction, installation, or modification of a permitted facility. The written statement should be filed with the City Engineer prior to the expiration date of the permit; and

B. No modifications to the permit are required under Section 101.36 of these regulations.

101.35 DENIAL OF A PERMIT:

A. The City Engineer may deny a permit for any of the following reasons:

1. The application is grossly incomplete or does not meet applicable City of Gillette Standard Construction Specifications and Design Standards;
2. The project, if constructed, will cause violation of applicable State surface or groundwater standards;
3. The project does not comply with applicable State and local water quality management plans;

4. The project, if constructed, would result in hydraulic and/or organic overloading of wastewater facilities;
5. The project, if constructed, would result in public water supply demand in excess of source, treatment or distribution capabilities; or
6. Other justifiable reasons necessary to carry out the provisions of the City's Agreement with WDEQ and the Environmental Quality Act.

B. If the City Engineer proposes to deny issuance of a permit, the applicant shall be notified by registered or certified mail of the intent to deny and the reason for denial.

C. In the case of denial of a permit by the City Engineer, the applicant, if he so desires, may request a hearing before the City Administrator. The request for a hearing shall be made in writing within twenty (20) days of notification of this denial to the City Administrator, and shall state the grounds for the request.

101.36 MODIFICATION OF PERMIT:

A. When reviewing an application or before construction on a facility is completed, the City Engineer may modify a permit due to the following reasons:

1. Changing site conditions which would result in violations of the City's standards and regulations;
2. Receipt of additional information; or
3. Any other reason necessary to meet applicable statutes, standards or regulations.

B. The City Engineer shall notify the permittee by registered or certified mail of intent to modify the permit.

C. Such notification shall include the proposed modification and the reasons for modification and time frame to have modifications constructed, installed and operational. Modification requirements shall be implemented before construction, installation, or modification of a facility is completed.

D. The modification shall become final within twenty (20) days from the date of receipt of such notice unless within that time the permittee requests a hearing before the appropriate body. Such request for a hearing shall be made in writing to the City Engineer and shall state the grounds for the request. Any hearing held shall be conducted pursuant to Chapter 2 of the City of Gillette City Code.

E. A copy of the modified permit shall be forwarded to the permittee as soon as the modification becomes effective.

101.37 SUSPENSION OR REVOCATION OF A PERMIT:

A. The City Engineer may suspend or revoke a permit before construction, installation or modification of a facility is completed for the reasons set forth below, in item C.

B. Before a permit may be suspended or revoked, the permittee shall be given an opportunity to show compliance with all lawful requirements for the retention of the permit.

C. The City Engineer shall notify the permittee by registered or certified mail of its intent to suspend or revoke the permit in the event that it becomes necessary due to:

1. non-compliance with the terms of the permit; or
2. unapproved changes in design or construction; or
3. false information submitted in the application; or
4. conflict with an approved water quality management plan prepared under Sections 303, 208 and/or 201 of the Federal Clean Water Act, as amended.
5. any other reasons necessary to meet applicable statutes, standards or regulations.

D. The notification shall include the reasons for suspension or revocation.

E. The suspension or revocation shall become final twenty (20) days from the date of receipt of such notice unless within that time the permittee requests a hearing before the appropriate body. Such a request for a hearing shall be made in writing to the City Engineer and shall state the grounds for the request. Any hearing held shall be conducted pursuant to Chapter 2 of the City of Gillette City Code.

F. The City Administrator, and the Director of Environmental Quality Council, may suspend or revoke permits issued by the City Engineer in the event that there is non-compliance with any of the provisions of item (C) above. Suspension or revocation shall become final twenty (20) days from the receipt of such notice unless within that time the permittee or delegated local entity requests a hearing before the Environmental Quality Council. Such a request shall be made in writing to the Director and shall state the grounds for the request. Any hearing shall be conducted pursuant to the regulations of the Department of Environmental Quality.

101.38 PROVIDING INFORMATION

The City Engineer shall provide an electronic copy of the executed Permit To Construct with an associated comment letter. Any review comments to the permit applicant that need to be addressed will be given through the electronic permitting software. A digital copy of the same documents can be viewed by the Engineer of Record through the electronic permitting software.

101.40 NOTICE OF CHANGE IN ENGINEERING SERVICES:

If the Owner changes the construction engineering firm or the engineering materials testing firm during the construction phase of the project, the City shall be notified immediately.

101.50 FORMS:

- Application for Permit to Construct
- Final Submittal Check List

These forms can be found as a fillable form on the City of Gillette website.

101.60 PRE-CONSTRUCTION MEETING

The Developer, Engineer, Inspector, and the Contractor's Superintendent shall meet for a pre-construction meeting with the City Engineer, or his representative, before construction begins. The purpose of the meeting is to discuss the following: contractor's schedule, any road closures, construction traffic routes, construction traffic control plans, dust prevention, SWPPP, locations of fill disposal sites, locations of imported borrow sites, and any special conditions of the Permit to Construct.

**APPLICATION FOR PERMIT TO CONSTRUCT
CITY OF GILLETTE**

1. **Name of Project** _____

2. **Location of Project** ____ ¼, ____ ¼, Sec ____, T ____N, R ____W.

General Physical Address: _____

3. **Does this project include:**

A. **Public water supply well?**

_____ Yes _____ No

B. **Potable water supply pumping station?**

_____ Yes _____ No

If yes, what is the design flow (GPM)? _____ GPM

C. **Potable water storage facility?**

_____ Yes _____ No

If yes, what is the size (GAL)? _____ Gallons

D. **Potable water mains?**

_____ Yes _____ No (_____ New _____ Replacement)

If yes, what is the additional peak day demand (GPD)? _____ GPD

E. **Sanitary sewage pumping station and force main?**

_____ Yes _____ No (_____ New _____ Replacement)

If yes, what is the design flow (GPM)? _____ GPM

F. **Sanitary sewage collection lines?**

_____ Yes _____ No (_____ New _____ Replacement)

If yes, what is the additional average daily volume (GPD)? _____ GPD

G. **Site Drainage?**

i. **Open Channels?**

_____ Yes _____ No (_____ New _____ Replacement)

i. **Storm Drains?**

_____ Yes _____ No (_____ New _____ Replacement)

iii. **Culverts/Hydraulic Structures?**

_____ Yes _____ No (_____ New _____ Replacement)

iv. **Detention Ponds?**

_____ Yes _____ No (_____ New _____ Replacement)

v. **Water Quality Structures?**

_____ Yes _____ No (_____ New _____ Replacement)

H. Public Streets/sidewalks/approaches?

_____ Yes _____ No (_____ New _____ Replacement)

I. Earthwork/Overlot Grading

_____ Yes _____ No

Total area of disturbance _____ AC
Stormwater Permit Application Submitted _____ Yes _____ No
WYPDES Permit _____ Yes _____ No _____ NA

J. Drainage Report Completed?

_____ Yes _____ No

Title of Report: _____
Prepared by: _____

K. Water System Design Report Completed?

_____ Yes _____ No

Title of Report: _____
Prepared by: _____

L. Sewer System Design Report Completed?

_____ Yes _____ No

Title of Report: _____
Prepared by: _____

M. Traffic Impact Analysis Report Completed?

_____ Yes _____ No

Title of Report: _____
Prepared by: _____

N. Geotechnical Report Completed?

_____ Yes _____ No

Title of Report: _____
Prepared by: _____

O. Development in the Floodway/Flood Plain?

_____ Yes _____ No

If yes, describe the type of improvement proposed (within the Flood Plain):

And provide a description of the extent to which any watercourse will be altered or relocated as a result of the proposed development:

And provide certification by a registered professional engineer or architect that the criteria in City Code, Section 5-85(b) [§ 7-13(b)] SPECIFIC STANDARDS are met.

I certify that the above described facility has been submitted in accordance with local and state rules and regulations. I have authorized the following engineering and testing firm to act upon my behalf during the design and construction phases of the project. They are authorized on my behalf to receive and release correspondence regarding this project to the City of Gillette. If I fail to comply with the obligations stipulated within local and state rules and regulations, I hereby authorize the City of Gillette to act as necessary, and upon 20 day written notice, on my behalf, and at my expense, to mitigate any known violations such that they are in compliance with all local and state rules and regulations.

Name of Owner of the Project: _____

Mailing Address: _____

City _____ State _____ Zip _____

Business Phone: _____ Home Phone: _____

Print Owner Name

Signature of Owner Date

Name of Engineering Firm: _____

Mailing Address: _____

City _____ State _____ Zip _____

Business Phone: _____

Name of Professional Engineer _____

Engineer's P.E. Number _____

*Name of Testing Firm: _____

Mailing Address: _____

City _____ State _____ Zip _____

Business Phone: _____

**If the Engineering Firm is responsible for quality control and testing on the project, write "same" on this line.*

Forms:Application for Permit to Construct

Utility Operator of the Project: _____

Mailing Address: _____

City _____ State _____ Zip _____

Business Phone: _____ Home Phone: _____

Utility Operator Name

Signature of Operator Date

FINAL SUBMITTAL CHECK LIST

(Name of Subdivision or Project)

For City Use Only

- Preliminary Construction Plans Record Drawings
- Final Construction Plans

Submitted N/A (to be completed by the Engineer/applicant)	Accepted No Exceptions Taken	Revise and Resubmit	Construct as Corrected
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FORMS AND REPORTS

<input type="checkbox"/>	<input type="checkbox"/>	Application for Permit To Construct (PTC) <i>(can be found on the City Website)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Final Drainage Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Water System Design Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Sanitary Sewer System Design Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Geotechnical Report <i>(Subsurface Investigation)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Traffic Impact Analysis <i>(only required if projected trip generation equals 250 trips/day or 100 peak hour trips)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Construction Drawings <i>(must utilize City CAD Standards)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Permit Application SWPPP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COVER SHEET

<input type="checkbox"/>	<input type="checkbox"/>	Vicinity Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Subdivision or Development Project Name	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Project Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Complete Index of Sheets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Certification Statement, P.E. Seal, and Signature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Identify Benchmark Used for Elevation Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NOTES AND LEGENDS

<input type="checkbox"/>	<input type="checkbox"/>	Standard Construction Notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Linetype Legend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Symbol and Hatch Pattern Legend	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINAL PLAT

<input type="checkbox"/>	<input type="checkbox"/>	Bearings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	North Arrow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Scale Bar and Written Scale	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Block and Lot Numbers and Dimensions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Street Names	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Easements for Utilities and Drainage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Complete Legend <i>(symbols, linetypes, hatching)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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OVERALL GRADING PLAN

<input type="checkbox"/>	<input type="checkbox"/>	Property Boundary Lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Existing Contour Lines (dashed and shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Contour Lines (solid w/ elevation labels)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Spot Elevations (TBC, PCR, FL, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Streets and Lot Lines (shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Designate Controlled Fill Areas > 2'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

DETAILED GRADING PLAN

<input type="checkbox"/>	<input type="checkbox"/>	Existing Contour Lines (dashed and shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Contour Lines (solid w/ elevation labels)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Spot Elevations (TBC, PCR, FL, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Show Inter-Lot Drainage Flow Patterns Using High (HP) and Low (LP) Point Spot Elevations, Contour Lines, Drainage Swales (Ditches), and Flow Arrows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Building or Housing Footprint Locations (shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Streets and Lot Lines (shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Recommended Top of Foundation Elevations (shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EROSION AND SEDIMENT CONTROL PLAN

<input type="checkbox"/>	<input type="checkbox"/>	Property Boundary Lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Existing Contour Lines (dashed and shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Contour Lines (solid w/ elevation labels)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Streets and Lot Lines (shaded)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Limits of Disturbance (include total area)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Show the Locations of Necessary BMPs Including: <i>(silt fence, inlet protection, outlet protection, hay bales, wattles, vehicle tracking control, etc.)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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FINAL DRAINAGE PLAN

DRAINAGE BASINS, CONTOURS, AND FLOW PATTERNS

<input type="checkbox"/>	<input type="checkbox"/>	Existing and Proposed Contour Lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Existing and Proposed Drainage Easements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Location and Elevation of All Existing Floodplain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Existing Drainage Facility and Structure locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Overall Drainage Basin and Sub-basin boundaries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Drainage Flow Arrows (<i>post-development patterns</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Detention Pond Locations and Volume Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STORM SEWER

<input type="checkbox"/>	<input type="checkbox"/>	Proposed Storm Sewer and Open Channel Locations Including: (<i>inlets, manholes, culverts, and other appurtenances; riprap sizing and location; profiles showing existing and proposed pipe sizes, materials, and grades; and hydraulic grade lines for minor and major storm runoff</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Outlet Structure Location and Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Proposed Outfall Points for Runoff from the Site (<i>post-development</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Quality Facility locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OVERALL UTILITY PLAN

WATER

<input type="checkbox"/>	<input type="checkbox"/>	Existing and Proposed Fire Hydrant Locations and Spacing Per Latest Edition of the IFC (<i>Appendix C</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Length, Size, and Type of Proposed Pipe Material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Valve and Fitting (<i>tees, reducers, etc.</i>) Locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	All Water Service Connection Locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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OVERALL UTILITY PLAN (continued)

SANITARY SEWER

___	___	Existing and Proposed Manhole Locations and Spacing Per Latest Edition of the Wyoming D.E.Q. Rules & Regulations (<i>Chapter 11</i>)	___	___	___
___	___	Length, Size, and Type of Pipe Material	___	___	___
___	___	Slope of All Proposed Sewer Lines	___	___	___
___	___	All Sanitary Sewer Service Connection Locations and Existing Invert Elevations of Tie-in Manholes	___	___	___

ELECTRICAL & DRY UTILITY PLAN

ELECTRICAL, CABLE TV, TELEPHONE, GAS

___	___	Existing and Proposed dry utility locations	___	___	___
-----	-----	---	-----	-----	-----

STREET AND ALLEYS (IF APPLICABLE) PLANS AND PROFILES

___	___	Plans and Profiles for Every Street and/or Alley (<i>the plan and profile must be located on one sheet and the plan view shall always be located directly above the profile view</i>)	___	___	___
___	___	Grade labels for Every Street and/or Alley	___	___	___
___	___	Arrows Indicating Direction of Stormwater Flow on Plan View	___	___	___
___	___	Show Linework and Label Sidewalk Location/Width	___	___	___
___	___	Show Linework for Curb and Gutter	___	___	___
___	___	Show and Label Right-of-way (R.O.W.) and Street Widths (<i>per latest edition of the C.O.G. Design Standards and the Subdivision Regulations</i>), Curves, Radius Points, and Lengths of Cul-de-sacs	___	___	___
___	___	Show Access to All Lots	___	___	___
___	___	Show at Least Two (2) Access Points to the Site	___	___	___
___	___	Detailed Street Cross-Sections (for each street) (<i>include pavement type & thickness, base thickness, depth of sub-grade prep, and other pertinent measurements (sidewalk, blvd., etc.)</i>)	___	___	___

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TEMPORARY (DURING CONSTRUCTION) TRAFFIC CONTROL PLAN

<input type="checkbox"/>	<input type="checkbox"/>	Show Exact Locations of Temporary Traffic Control Devices Including: <i>(cones, barrels, Type III barricades, flashing warning lights, flaggers, etc.)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Show Arrows Indicating Detour Traffic Patterns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Show Temporary Sign details and MUTCD Numbers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SIGNING AND STRIPING PLAN

<input type="checkbox"/>	<input type="checkbox"/>	Street Name Sign Locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Stop Signs and Other Regulatory Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Detailed Sign Size/Shape Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	MUTCD Numbers for All Proposed Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Street Striping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SANITARY SEWER MAIN PLANS AND PROFILES

<input type="checkbox"/>	<input type="checkbox"/>	Manhole Locations (including stationing)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Elevations for All Inverts (IN and OUT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Percent Grade (slope) for All Mains	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Exact Locations of All Sewer Services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Length, Size, and Type of Pipe Material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WATER MAIN PLANS AND PROFILES

<input type="checkbox"/>	<input type="checkbox"/>	Locations of All Appurtenances (tees, valves, bends, reducers , etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Length, Size, and Type of Pipe Material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Locations of Fire Hydrants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Locations of Meter Pits/Curb Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Depth of Water Mains (5.5' MIN - 6.0' MAX)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STORM SEWER PLANS AND PROFILES

<input type="checkbox"/>	<input type="checkbox"/>	Locations of All Appurtenances (inlets, manholes, culverts, trickle channels, swales, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Length, Size, and Type of Pipe Material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Include Cross-Sections of Any Trickle Channels or Swales on These Sheets (for verification of capacity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Submitted N/A	Standard Drawing Number and Description	Accepted No Exceptions Taken	Revise and Resubmit	Construct as Corrected
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DETAILS

EROSION AND SEDIMENT CONTROL DETAILS

<hr/>	<hr/>	01500-01 Stabilized Construction Entrance	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-02 Storm Drain Inlet Protection	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-03 Stormwater Inlet/Outlet Protection	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-04 Check Dam	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-05 Wattle Detail	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-06 Silt Fence	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-07 Silt Fence Winter/Frozen Ground	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-08 Silt Fence – Gravel Filter	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-09 Filter Berm	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-10 Sediment Basin	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-11 Sediment Trap	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-12 Sediment Trap – Straw Bale	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-13 Sediment Trap – Straw Bale 2	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-14 Sediment Trap – Excavated	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-15 Sediment Trap – Earth Berm	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-16 Sediment Trap – Ditch	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-17 Sediment Trap – Silt Fence	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-18 Diversion Swale/Berm	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-19 Diversion Berm and Ditch	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-20 Diversion Ditch	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-21 Temporary Slope Drain	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-22 Erosion Control Blanket	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-23 Surface Roughening	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-24 Terracing	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	01500-25 Excavated Concrete Washout	<hr/>	<hr/>	<hr/>

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DETAILS (continued)

TRAFFIC CONTROL DETAILS

___	___	01510-01 Project ID Sign (for Capital Projects)	___	___	___
___	___	01510-02 Sign Installation Detail	___	___	___
___	___	01510-03 Minor Speed Road - Shoulder Work	___	___	___
___	___	01510-04 Lane Closure – Minor Street	___	___	___
___	___	01510-05 Lane Closure with flaggers	___	___	___
___	___	01510-06 Lane Closure – Low Vol. Two Lane Rd.	___	___	___
___	___	01510-07 Center Work – Low Volume Road	___	___	___
___	___	01510-08 Lane Closure – Center Turn Lane	___	___	___
___	___	01510-09 Intersection Closure – Center	___	___	___
___	___	01510-10 Intersection Closure – Side	___	___	___
___	___	01510-11 Intersection Closure – Far Rt. Side Lane	___	___	___
___	___	01510-12 Intersection Closure – Far Lt. Side Lane	___	___	___
___	___	01510-13 Lane Closure – Interior Multi-Lane	___	___	___
___	___	01510-14 Stationary Lane Closure – Multi-Lane	___	___	___
___	___	01510-15 Temporary Road Closure	___	___	___
___	___	01510-16 Channelizing Devices	___	___	___

STREET DETAILS

___	___	02511-01 Typical Street Repair	___	___	___
___	___	02512-01 Typical Arterial Street Cross Section (Include thickness of surface and sub sub-surface courses)	___	___	___
___	___	02512-02 Typical Collector/Local Street Sections (Include thickness of surface and sub sub-surface courses)	___	___	___
___	___	02512-03 Typical Alley Sections (Include thickness of surface and sub sub-surface courses)	___	___	___
___	___	02528-01 Typical A & C Curb/Gutter w/Sidewalk	___	___	___
___	___	02530-01 Street Corner w/ and w/o Crosspan	___	___	___
___	___	02530-02 Residential Driveway Dimensions	___	___	___
___	___	02530-03 Com/Industrial Driveway Dimensions	___	___	___
___	___	02530-04 Standard Residential Driveway Detail	___	___	___
___	___	02530-05 Handicap Ramp Detached Sidewalk – Arterial and Collector Streets	___	___	___

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DETAILS (continued)

___	___	02530-06 Handicap Ramp Attached Sidewalk – Arterial and Collector Streets	___	___	___
___	___	02530-07 Handicap Ramp Detached – Local Streets	___	___	___
___	___	02530-08 Handicap Ramp Attached – Local Streets	___	___	___
___	___	02530-09 Handicap Ramp Parallel	___	___	___
___	___	02530-10 Sidewalk Chase	___	___	___
___	___	02530-11 High Volume Sidewalk Chase	___	___	___
___	___	03251-01 Transverse Joint Details	___	___	___
___	___	03251-02 Longitudinal Joint Details	___	___	___

TRENCH EXCAVATION DETAILS

___	___	01015-01 Carsonite Marker	___	___	___
___	___	02220-01 Water/Sewer/Storm Sewer Trench and Bedding	___	___	___
___	___	02225-01 Cement Treated Fill Pipe Saddle	___	___	___
___	___	02665-03 Typical Utilities Layout	___	___	___
___	___	02665-04 Insulation Board Installation	___	___	___
___	___	02665-06 Water/Sanitary Sewer Bore Casing Detail	___	___	___

SANITARY SEWER DETAILS

___	___	02570-01 Manhole Adjustment Detail	___	___	___
___	___	02700-01 Sanitary Sewer Manhole (Precast)	___	___	___
___	___	02700-02 Sanitary Sewer Manhole (Flat Top)	___	___	___
___	___	02700-03 Standard Steps for Manholes	___	___	___
___	___	02700-04 Manhole Bases (48", 60", 72")	___	___	___
___	___	02700-05 Manhole Channel Details	___	___	___
___	___	02700-06 Sanitary Sewer Service Line	___	___	___

WATER MAIN DETAILS

___	___	02570-02 Water Valve Adjustment Detail	___	___	___
___	___	02645-01 Fire Hydrant Installation	___	___	___
___	___	02645-02 Fire Hydrant Placement	___	___	___
___	___	02645-03 Fire Hydrant Guards (3 Poles)	___	___	___
___	___	02645-04 Fire Hydrant Guards (4 Poles)	___	___	___
___	___	02645-05 Splash Pad for Fire Hydrant Detail	___	___	___
___	___	02645-06 Fire Hydrant Tracer Wire	___	___	___

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DETAILS (continued)

___	___	02665-01 Thrust Blocking for Water Main Fittings	___	___	___
___	___	02665-02 Water Main Valves	___	___	___
___	___	02665-05 Cathodic Prot./Tracer Wire Test Stations	___	___	___
___	___	02665-07 2" Air Vacuum Air Release Valve	___	___	___
___	___	02665-08 3" Air Vacuum Air Release Valve	___	___	___
___	___	02665-09 4" Air Vacuum Air Release Valve	___	___	___
___	___	02665-10 Typical Water Service Connection Detail	___	___	___
___	___	02665-11 Water Meter Pit Frame Cover	___	___	___
___	___	02665-12 Meter Pit For 1" and Smaller Meters	___	___	___
___	___	02665-13 Typical Meter Installation 1" and Smaller	___	___	___
___	___	02665-14 Thermal-Coil Meter Box	___	___	___
___	___	02665-15 Meter Pit For 1.5" & 2" Meters	___	___	___
___	___	02665-16 Typical Meter Inst. for 1.5" & 2" Meters	___	___	___
___	___	02665-17 Typical Meter Pit Placement	___	___	___
___	___	02665-18 3" and Larger Meter Vault (Inside)	___	___	___
___	___	02665-19 3" and Larger Meter Vault (Outside)	___	___	___
___	___	02665-20 Water Access Manhole Ring & Cover	___	___	___

SITE DRAINAGE DETAILS

___	___	02725-01 Single Inlet Detail	___	___	___
___	___	02725-02 Double Inlet Detail	___	___	___
___	___	02725-03 Curb Opening Inlet	___	___	___
___	___	02725-04 Typical Trickle Channel	___	___	___
___	___	02725-05 Sub-Drain Detail New Construction	___	___	___
___	___	02725-06 Sub-Drain Detail Existing Construction	___	___	___
___	___	02725-07 Storm Sewer Manhole Ring & Cover	___	___	___
___	___	02725-08 Storm Sewer Manhole	___	___	___
___	___	02725-09 Storm Sewer Manhole (Flat Top MH)	___	___	___
___	___	02725-10 Single Area Inlet Detail	___	___	___
___	___	02725-11 Typical Low Flow Channel	___	___	___

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GENERAL NOTES

		Each sheet must show the name of the streets shown thereon (font provided in CAD Template)			
		Each plan and profile sheet must have a location map that shows the pertinent area within the site			
		All Water Sheets shall contain the following notes:			
		1. "All valves are to be installed in the exact locations shown on this plan."			
		2. "All valves are to be installed 18"-24" from tees or crosses."			
		All Sewer Sheets shall contain the following notes:			
		1. "The maximum amount of adjusting rings shall depend upon the height of the ring and cover that is chosen. See Std. Detail # 02665-20, 02700-07, and 02725-07 for the approved amount."			
		2. "Silicone shall be installed between the cone Section and the bottom adjusting ring, between all additional adjusting rings (concrete rings), and between the top adjusting ring (concrete) and the cast iron ring & cover."			

FINAL CONSTRUCTION REPORT (See Section 103)

		Compaction (Density) Test Results			
		Asphalt Pavement Test Results			
		Concrete Test Results			
		Water Main Pressure Test Results			
		Water Main Disinfection (Bac-T) Test Results			
		Sewer Light Test Results			
		Sewer Leakage Test Results			
		Sewer Deflection Test Results			

For City Use Only

Submitted | N/A

Accepted No Exceptions Taken	Revise and Resubmit	Construct as Corrected
---------------------------------	---------------------	------------------------

RECORD DRAWINGS (See Section 103)

___ ___ Design Values (strike-thru amended values) ___ ___ ___
___ ___ Actual Field Values (cloud or highlight new values) ___ ___ ___

COMMENTS

(Name of Engineer) (Date)

(Name of Reviewer) (Date)
(City Engineering Division)

SECTION 102

GENERAL CONSTRUCTION REQUIREMENTS AND PROCEDURES FOR PUBLIC INFRASTRUCTURE

102.00 REQUIREMENTS DURING CONSTRUCTION:

102.01 INSPECTIONS:

A. ENGINEER. The Engineer or his project representative shall follow the guidelines set forth in Article 9, ENGINEER'S STATUS DURING CONSTRUCTION, of the General Conditions of the Standard Construction Specifications of the City of Gillette. The Engineer or his project representative shall be present at the site full time for all underground utility installation and backfill, and for a sufficient time during other construction activities to assess compliance with the plans and specifications for each element of the construction. When construction activities warrant the Engineer or his project representative to be on site other than full time, it shall be no less than twice a day.

B. CITY. In addition to the above inspections, the City Engineer's Office shall make periodic inspections during construction of the project.

102.02 WEEKLY REPORTS:

The Engineer or his project representative shall be responsible for submitting weekly progress reports to the City Engineer. The weekly progress report shall include the results of all tests taken during that week. The reports shall be submitted by the end of business on Monday of the following week for the previous week's work.

102.10 TESTING DURING CONSTRUCTION:

Testing during the construction phase shall be done in accordance with the appropriate sections set forth in the City of Gillette Standard Construction Specifications.

102.20 SAFETY:

The Contractor shall comply with and shall require all subcontractors to comply with all applicable health and safety laws, rules and regulations, including without limitations, the Occupational Safety and Health Act of 1970 and the rules and regulations issued pursuant thereto. **Neither the City of Gillette nor the Engineer shall be responsible for safety on the project.**

102.30 OPTIONAL INTERIM ACCEPTANCE AND RECORD DRAWINGS PROCEDURES:

The interim acceptance of water, sanitary sewer, grading, and curb and gutter (as applicable) may be exercised upon request from the Engineer. The curb and gutter requirement is for residential development, or other site improvements that would require the presence of curb and gutter to establish proper foundation elevations above the flow line. This option may be exercised for the potential advancement of the development processes, prior to street surfacing, such as: drawing down the cost of the interim completed infrastructure improvements from the financial guarantee, and/or to gain the ability to obtain building permits within the development project.

This option allows for the Engineer or his project representative to request that the City Engineer inspect the grading, curb and gutter, water, and sanitary sewer improvements after they have been completely installed and before any street surfacing has begun. All required pressure tests and disinfectant tests should have been performed and passed specifications prior to the City inspecting the improvements.

At the time the request for the interim inspection is made, the Engineer shall also submit "Interim Record Drawings" on the curb and gutter grade elevations at the midpoint of each lot, water, and sanitary sewer improvements. Attached to the interim plans will be the "Interim Record Drawings Approval Check List", included in this section. All items on the checklist shall be completed prior to approval of the interim acceptance by the City Engineer.

One, size B (11" X 17"), electronic copies of the "Interim Record Drawings" plans shall be submitted. Included on those drawings shall be top of curb and gutter elevations at center of each lot, all manhole inverts, the slope of all sanitary sewer lines, the stationing of all sanitary sewer services, inverts on all sanitary sewer service stub-outs, and the stationing of all water services.

The approval of the grading, curb and gutter, water, and sanitary sewer improvements and the "Interim Record Drawings" plans shall be done only to start the process of issuing building permits. The approval does not mean that the water and sanitary sewer improvements are being final accepted for City maintenance.

**INTERIM RECORD DRAWINGS
APPROVAL CHECK LIST**

1. Inspection of grading (overlot and roadway), curb and gutter, water, and sewer improvements by:
 - a. _____ City Engineering Division
 - b. _____ City Water Division
 - c. _____ City Wastewater Division

2. Grading, Sewer, Water, and Curb and Gutter Improvement Interim Record Drawings Checklist:
 - a. _____ Water services stationed on drawing
 - b. _____ Sewer services stationed on drawing with stub invert elevations
 - c. _____ Manhole inverts
 - d. _____ Slope of all sanitary sewer lines
 - e. _____ Curb and gutter with top of curb elevations at the midpoint of each lot

3. Test Results for the following tests (as applicable):
 - a. _____ Water Pressure Test
 - b. _____ Water Disinfection (City Water Dept. present during filling and flushing)
 - c. _____ Sewer Light Test
 - d. _____ Sewer Leakage Test
 - e. _____ Sewer Deflection Test
 - f. _____ Sewer Manhole Vacuum Test (if required due to groundwater)
 - g. _____ Trench Compaction Test
 - h. _____ Subgrade and Base Course Compaction Tests (as applicable)
 - i. _____ Concrete Tests Performed (results as available)

4. Site grading and public utility improvements checklist:
 - a. _____ Overlot grading per submitted Plans?
 - b. _____ Erosion & Sediment Control per submitted Plans?
 - c. _____ Water (valves open), sanitary sewer, storm sewer components per Plans?

Comments: _____

(Project Engineer)

(City Reviewer)

(Date)

SECTION 103

GENERAL REQUIREMENTS AND PROCEDURES FOR ACCEPTANCE OF A PROJECT

103.00 GENERAL:

Engineers seeking City acceptance of the completed public improvements on Private Development Contracted Projects and on certain City Contracted Projects shall follow the requirements and procedures outlined in this section.

103.10 REQUIREMENTS:

103.10.1 FINAL INSPECTION:

At completion of the project, the Engineer shall request from the City Engineer, in writing, a Final Inspection of the public improvements.

103.10.2 RECORD DRAWINGS:

At the time the Engineer requests the Final Inspection, he shall submit "Record Drawings" of the project.

- A. One electronic copy shall be submitted to the City Engineering Division for review.
- B. The "Record Drawings" shall be certified and submitted with the following statement included on the plans:

"I certify that the construction inspection and "Record Drawings" preparation were performed by me or under my direct control and supervision. The construction details as shown on these "Record Drawings" are accurate and complete to the best of my knowledge and belief."

103.10.3 RECORD DRAWING FORMAT

- 1. The printable paper size for Record Drawings shall be 11X17.
- 2. The minimum scale ratio for plan and profile sheets shall be 1" = 60'.
- 3. Shapefiles and CAD files (.dwg) are acceptable formats of Record Drawings.

103.10.4 FINAL SUBMITTAL CHECKLIST:

The Final Submittal Checklist, available in the design standards shall be filled out, signed by the responsible Engineer, and submitted with the "Record Drawings".

(An example copy of the checklist is presented at the end of the Section 101.50)

103.10.5 FINAL REPORT:

A Final Report shall be submitted electronically to the City Engineer upon completion of the project. The Engineer shall compile the Final Report or the Engineer may ask the Engineering Materials Testing Firm to complete the report.

The electronic report shall include a brief summary of the testing on the project and a statement as to whether the observations and tests indicate that the various materials in place comply with the plans and specifications.

Included also in the electronic report shall be the following information:

1. A summary of all Field Density Tests and Compaction Tests on trench backfill, on street subgrade and base material and on any fill material;
2. Asphalt pavement mix design and all results on Marshall, Gradation, Asphalt Content and Compaction Tests;
3. All Concrete mix designs and all test results on Air Content, Slump, Unit Weight, Compressive Strength at 7 and 28 days;
4. A summary of all water pressure, leakage and disinfection tests and sewer light, leakage and deflection tests;
5. A copy of the application for Permit to Construct with any applicable revisions;
6. Any other information that may add to the integrity of the report.

103.10.6 CERTIFICATE OF COMPLIANCE:

A Certificate of Compliance must be submitted to the City Engineer upon completion of the project.

103.20 PROCEDURE:

103.20.1 FINAL INSPECTION:

The City and the Engineer shall make the final inspection of all public improvements in the project. If there are any items that are not in conformance with the City Specifications, the Private Developer and Engineer will be notified. The Private Developer shall be required to bring the items into conformance prior to final acceptance. On City contracted projects, the Contractor shall be notified and required to bring the items into conformance.

103.20.2 RECORD DRAWINGS:

The City Engineering Division shall review the private development "Record Drawings". If the plans need to be revised or if additional information is required, an electronic set of plans will be returned to the Engineer. The Engineer shall then revise and resubmit the "Record Drawings" prior final acceptance or certificate of occupancy can be given for the development.

103.20.3 TWO-YEAR WARRANTY STATEMENT:

Private Development Projects shall provide a two-year warranty statement covering all the public improvements in the project.

103.20.4 RECOMMENDATION OF ACCEPTANCE:

When the public improvements have passed the final inspection, the “Record Drawings” have been stamped and approved, and the Warranty Statement has been provided, the City Engineer shall make a written recommendation to the Gillette City Council to accept the public improvements for maintenance.

103.30 WARRANTY PERIOD ON PUBLIC IMPROVEMENTS:

The warranty period begins on the day that the City Council approves and accepts the public improvements.

During the warranty period, the Private Developer is responsible for repair work on any of the public improvements. The City Engineering Division will periodically inspect the public improvements and will notify the Private Developer if repair work is required. The Private Developer is responsible for having the repair work done prior to the end of the warranty period.

For City Contracted projects, the Contractor shall provide warranty repair work for the duration of the warranty as defined in the City of Gillette Standard Construction Specifications or as defined in the Contract Documents.

Supplementary Condition (SC) 13.07 of the City of Gillette Standard Construction Specifications may be referenced for further information regarding correction periods.

SECTION 301

DESIGN OF WATER DISTRIBUTION SYSTEMS

301.00 The City of Gillette adopts the most current version of Chapter XII of the rules of the Wyoming Department of Environmental Quality, Water Quality Division, as the design standards for water distribution systems, well pumps, water storage structures and pumping facilities, except the following which amend, supplement, or revise the above referenced standards.

Section 9. ENGINEERING DESIGN REPORT

Add the following language at the end of Subsection 9-c-iii:

“The average day per capita flow will be two hundred three (203) gallons/day. The maximum day per capita flow will be five hundred sixty two (562) gallons/day. The maximum hourly flow will be eight hundred twelve (812) gallons/day/person. The system shall provide static pressure ranging from fifty (50) psi to one hundred ten (110) psi. The system shall maintain a twenty (20) psi minimum residual pressure at the finish floor elevation of the highest unit proposed during peak day plus fire flow demand or peak hour plus fire flow demand, whichever demand is greater, and a forty (40) psi minimum residual pressure during the peak hour demand. The maximum pressure fluctuation at any location in the distribution system between peak hour demand and average day demand should not exceed thirty (30) psi.”

Add the following language at the end of Subsection 9-c-iv:

“Subject to the following minimums, fire flow will be calculated according to the "International Fire Code" as published by the International Code Council, and will be added to the maximum day hourly average flow to adequately size the system for fire flow conditions. The following minimum fire flows shall be provided based on the zoning type. In areas with multiple zoning types, the greatest fire flow required shall govern. The required fire flow shall be provided by a single hydrant, or multiple hydrants, depending on the minimum number of hydrants required by the IFC. The minimum number of hydrants, as listed below, are required to collectively achieve the minimum flow requirement, as identified by the latest adopted version of the International Fire Code, Appendix C. These minimums may be reduced only as outlined in Appendix B of the IFC, based on building construction type for a specific site requiring fire protection.”

<u>Zoning Type</u>	<u>Fire Flow</u>	<u>Minimum Number of Hydrants</u>
Residential	1500 gpm	1
Commercial	2500 gpm	3
Industrial	3500 gpm	4

Section 16. **DISTRIBUTION SYSTEMS**

Add the following language at the end of Subsection 16-e:

“The design must be in substantial conformance with the latest City's Master Water Plan. Twelve inch mains shall be grid spaced at approximately one mile intervals. Eight inch mains shall be grid spaced at approximately 1/4 mile intervals, subject to the approval of the City Engineer. Pipes will be designed so the maximum velocity obtained will be less than five (5) ft./sec, excluding fire flow.

Dedicated fire sprinkler lines or combination fire/domestic service lines shall be installed at right angles to the distribution main or lateral and be extended directly, without horizontal bends or offsets, to the property line. A valve must be installed in the City right-of-way or easement. If a combination fire/domestic service line is being used, the domestic service line shall be tapped off of the larger combination line inside the structure and metered separately. The fire line shall not be metered. The size of the fire sprinkler lines shall be determined by the needed fire flow required for the building sprinkler system. Any horizontal bends or offsets in the fire service line between the property line and the building shall be accounted for in the fire flow calculations.”

Add a new subsection immediately after Subsection 16-f-v:

“(vi) Fire hydrants shall be spaced per Appendix C in the latest edition of the International Fire Code.”

Add a new subsection immediately after Subsection 16-d-ii:

(iii) Dead-end

“All waterlines shall be looped. Dead-end lines are prohibited, with the exception of lines extending into cul-de-sacs. These lines shall be limited in length by serving no more than twenty (20) single-family residential units or equivalent demand and shall be no longer than 1,200 feet in total distance. Those dead-end lines that are allowed as described above shall be terminated with a fire hydrant or other flushing device.”

Add a new subsection immediately after Subsection 16-d-iii:

“(iv) Services.

The latest edition of The International Plumbing Code shall be used as the basis of design and construction for water service lines.

All commercial building plans shall include a detailed water riser diagram showing valve(s) and water meter(s) sizes and shall include the type and size of all backflow prevention. There shall be only one tap and water service line from the main to the property line for each lot unless any single structure on the lot allows for more than one occupied space for separate lease or ownership. Unless otherwise approved by the City Engineer, any single structure with a single utility room that allows for more than one occupied space, shall have an individual water meter and shut off valve installed for each occupied space within the utility room. If any occupied space within the structure has a separate or individual utility room, then the occupied space shall have an individual water meter, shut off valve and curb stop installed.

The City Engineer may approve a single tap from the main to be divided at the property line into multiple service lines with each individual water service line having a meter and a curb stop.

Where multiple structures are on one lot which could be subdivided in the future, one tap and water service line from the main to the property line for each structure will be allowed only upon approval by the City Engineer.

Services larger than 2" will need to be approved by the City Engineer and will require a "Permit to Construct." The portion of the service line between the main and the property line shall be one continuous length of Type K copper pipe or HDPE pipe, installed perpendicular from the main to a meter pit or curb stop and box at the property line.

Service lines shall be installed at least ten (10) feet laterally from any foreign non-potable conduit or per the adopted plumbing code, and a minimum of five (5) feet from the side property line of the lot being served unless the property is zoned Mobile Home or Enhanced Manufacture Home and in that case two services may be installed in a meter pit on the property line.

When serving lots at the end of a cul-de-sac, the length of the service line between the main and the property line shall not exceed seventy (70) feet.

Under no circumstances shall any tap be made on a fire hydrant lateral line.

Service lines shall be adequate to supply the requirements of the property being served. The minimum size allowed for a water service line is one (1) inch. In general, the corporation stop, the meter, and that portion of the service pipe between the meter and the corporation stop on the main, shall all be of the same size for services two (2) inch and smaller. For services larger than two (2) inch the meter may be of a different size than the service pipe as long as the meter is sized appropriately for the anticipated flows. The size for a service line from the City water main to any unit being served shall be selected such that the following design criteria are not exceeded during total peak demand flow:

1. Eighty (80) percent of the manufacturer's maximum meter capacity.
2. Service line pipe flow velocity does not exceed fifteen (15) feet per second (fps).
3. The pressure drop from the City water main to any unit being served shall not be greater than thirty (30) psi and the minimum residual pressure at the finish floor elevation to any unit shall not be less than twenty (20) psi.

The water requirements of the property being served shall be defined as "total peak demand flow." Peak domestic water requirements shall be calculated in accordance with the latest edition of the International Plumbing Code and the American Water Works Association M22 Standard. The irrigation demand flow and continuous load demands (when applicable) shall be added to the peak designed flow to get the total peak demand flow.

Meter pits are required for:

1. all mobile home and enhanced manufactured home lots

2. where the service is over one hundred feet (100') in length
3. for all connections outside the incorporated City Limits.

One meter pit is allowed for two (2) water services as long as both services are to adjacent lots.

For areas served without a meter pit, meters will be installed accordingly:

4. All meters shall be installed within a full-depth basement, or in a location within three (3) feet of the access if in a crawl space.
5. The service line between the curb-stop and the meter shall be a single, continuous (un-spliced) section and will be buried to prevent future connections prior to the meter.
6. If the aforementioned requirements of 1. and 2. cannot be met, a meter pit to be located immediately after the curb stop will be allowed, provided the meter pit conforms to other requirements within adopted City of Gillette Standard Construction Specifications.
7. Depending on the hazard classification of the building, an appropriate backflow prevention device may be installed in the meter pit; however, for high-hazard installations, the required backflow prevention device might need to be installed within the mechanical room of the new building provided appropriate floor drains exist to dispense water discharged from the device during a back-pressure situation.”

Add a new subsection immediately after Subsection 16-d-iv

“(v) Easements and Right-of-Ways

The minimum width right-of-way or easement for City use in which a water main will be installed is twenty (20) feet. If the final depth, as measured from finished grade to the top of the water main exceeds 6.0 feet, the following table shall be used to determine the minimum width of right-of-way or easement required:”

Depth of water main measured from finished grade to top of pipe (feet).	Minimum distance (feet) from center of proposed water main to edge of building or established R-O-W/easement.
5.5 to 6.0	10.0 (20.0 feet total width)
6.1 to 10.0	15.0 (30.0 feet total width)
Greater than 10.0 feet	At least 20' (40' total), and function of soil type.

Add a new subsection immediately after Subsection 16-d-v

“(vi) Fittings.

Water main shall be designed to minimize the number of fittings. All fittings shall be in conformance with the City of Gillette Standard Construction Specifications.”

Add a new subsection immediately after Subsection 16-d-vi:

“(vii) Valves.

Valves shall be provided on water mains so inconvenience and sanitary hazards will be minimized during repairs. Valves shall be located at not more than five hundred (500) foot intervals on distribution and lateral mains and one thousand (1000) foot intervals on transmission mains. Valves will be placed at all pipe junctions so that the total number of valves at the junction is one less than the number of branches, except as approved by the City Engineer. Line valves shall also be placed:

- Such that no more than one (1) fire hydrant is isolated at any one time.
- At each end of a line running through an easement on private property.
- On each side of a creek, channel crossing, or arterial street/highway crossing.
- On fire hydrant laterals.

Delete Subsections 16-h-i, 16-h-ii and 16-h-iii in their entirety and insert the following in their place:

“(i) Excavation.

Shall be in conformance with the City of Gillette Standard Construction Specifications and O.S.H.A. Regulations.

(ii) Bedding.

Shall be in conformance with the City of Gillette Standard Construction Specifications.”

(iii) Cover

“Water mains shall be installed with a minimum of five and a half (5½’) to six (6’) feet of cover from final grade to top of pipe. Any exception to this minimum depth shall be approved by City Engineer.”

Delete Subsections 16-m in its entirety and insert the following:

“(i) Cross Connection Control.

All water services connected to the public water system shall comply with the City’s “Cross Connection Control Program” as described within City of Gillette Ordinance No. 3309, as referenced within Section 17-31 of Gillette City Code.”

301.10 WATER TRANSMISSION LINES:

1. Water Transmissions Lines shall be generally defined as any pipeline conveying raw or treated water from a well field or remote storage facility to a treatment plant, distribution system, and/or storage tank, or as otherwise determined by the City Engineer based on the specific transmission functionality of the water line. The City manages different sizes of transmissions lines throughout the City and the Regional Water System connections. All pipelines deemed to be Transmission Lines shall adhere to the following guidelines.
2. No person shall in any manner tap or make any connections for the purpose of providing water to serve areas outside current designated service area boundaries.

3. No person shall tap or connect to any water transmission pipeline unless the applicant has been granted written permission by the City Engineer for doing such.
4. No installation of a utility transmission line, conduit, or underground structure should be nearer than twenty (20) feet clear separation from the outside surface of all 24-inch and larger transmission pipelines when it is required to run parallel to said pipeline(s). No installation of a utility transmission line, conduit, or underground structure should be nearer than two (2) feet clear separation above or below the outside surface of all 18-inch and larger transmission pipelines when it should be required to cross said pipeline(s).
5. Connections to untreated (raw) water transmissions pipelines shall be prohibited.

301.20 DEQ REQUIREMENTS FOR SERVICE CONNECTIONS:

Any potable water supply service connection from any public water supply to the building shall require a "Permit to Construct" from the City of Gillette if any of the following conditions exist:

1. A tee must be installed in order to make the connection.
2. Fire hydrants will be installed.
3. The service pipe is larger than two (2) inches.
4. Any appurtenance will be connected to the service pipe that will have an adverse impact on the quality or quantity of the supply.
5. The service connection is tied to the City of Gillette's water system and is outside of the City Limits.

The information to be submitted as an application for "Permit to Construct" may include plan sketches, valve arrangements, material information, hazard classification for back flow preventer, and hydraulic calculations.

301.30 PUMP STATIONS:

Pump stations shall be designed to the current standards of the Wyoming Department of Environmental Quality, Water Quality Division. Pump stations shall include necessary control and telemetry equipment, compatible with the City's existing system, for remote operations of the facility. Water system pump stations shall be permitted through the Wyoming Department of Environmental Quality, Water Quality Division.

SECTION 401

DESIGN OF SANITARY SEWER SYSTEMS

401.00 The City of Gillette adopts the most current version of Chapter XI of the rules of the Wyoming Department of Environmental Quality, Water Quality Division, as the design standards for sanitary sewers, except the following, which amend, supplement, or revise the above-referenced standards.

401.01 DEFINITIONS

Lateral Sewer: A lateral sewer is a sewer with no tributary flow except from sewer services.

Submain Sewer: A submain sewer collects flow from one or more laterals as well as sewer services.

Collector Sewer: A collector sewer collects flow from several submains as well as laterals.

Trunk, Outfall Sewer: A trunk and outfall sewer is a sewer, which carries the collected waste from lateral, submain, and collector sewer to a point of treatment.

Section 6 ENGINEERING DESIGN REPORT

Add the following language and tables at the end of Subsection 6-b-ii:

The design flow will be calculated for the entire area tributary to the outfall point as based on best-projected land use. The average daily per capita flow of sewage will be one hundred forty (140) gal. per day. The estimated average equivalent densities for new development in Gillette are as follows:

RESIDENTIAL LAND USE	UNIT DENSITY	EQUIVALENT POPULATION
Single Family	2.5 dwellings/acre	8.8 persons/acre
Mobile Home	6 dwellings/acre	21 persons/acre
Multi-Family	15 dwellings/acre	52.5 persons/acre
COMMERCIAL LAND USE		
		18 persons/acre
INDUSTRIAL LAND USE		
Heavy		15 persons/acre
Light		10 persons/acre

The following peaking factors will be used in the calculation of design flows for current and projected average, maximum day and peak hour flows:

CATEGORY OF SEWER	PEAKING FACTOR
Lateral, Submain Sewers	4.0
Collector Sewers	3.5
Trunk, Outfall Sewers	2.5

The design flow will be calculated by multiplying the anticipated equivalent population for the area served, by the average per capita flow, and then by the appropriate peaking factor.

Section 9 **DESIGN OF SEWERS**

Add the following language to Subsection 9-a:

The design of sanitary sewer mains must be in substantial conformance with the latest City of Gillette Sewer Master Plan.

Delete the following Subsections of 9-b-vi:

C,D,E and J.

Add the following language to Subsection 9-C-i-A:

Sewer mains shall have a minimum of eight (8) feet of cover so that adjacent lots with basements may have service for floor drains. Sewer mains with less than eight (8) feet of cover will be considered on an individual basis and will be allowed only upon approval by the City Engineer.

Delete Subsection 9-C-i-B in its entirety and insert the following in its place:

(B) Sanitary sewer lines subject to having service connections thereon and hereafter referred to as laterals and submains shall be sized to flow at a minimum of 200 percent of maximum daily flow with the minimum size no less than eight (8) inches in diameter. City designated collector, trunk, and outfall lines, lines which require specific City approval for service connections, shall be sized to flow at a minimum of 200 percent of maximum daily flow. All sewer lines shall be installed in a straight alignment and on a uniform slope between manholes. Curvilinear alignment between manholes will not be allowed.

Delete the following Subsections of 9-c-i-F:

I,II, and III in their entirety and insert the following in their place:

(I) Excavation. Excavation shall conform to the City of Gillette Standard Construction Specifications and O.S.H.A. Regulations.

(II) Bedding. Bedding shall conform to the City of Gillette Standard Construction Specifications.

(III) Backfill. Backfill shall conform to the City of Gillette Standard Construction Specifications.

Add the following language to Subsection 9-C-iii:

One sewer service line, from the tap to the property line, shall be required for each lot, zoned lot or building to be served.

Add the following language to Subsection 9-C-iii-A:

Four-inch (4") services will be provided for normal residential lots. Commercial and industrial lots sewer services shall be sized according to lot size and grade of property, ranging from four (4) inches to eight (8) inches in diameter. For commercial and industrial applications, service lines eight (8) inches and larger diameter must enter through a manhole.

Delete Subsection 9-C-iii-D in its entirety and insert the following in its place:

- (D) Connections: All service connections to sewage collection lines shall be made with a wye for new construction, except as identified above, and a tapping saddle or wye for connection to existing collection lines. Tapping saddles for main line service connections will only be allowed for service connections six (6) inch in diameter or less. Tapping saddles which are six (6) inches in diameter will be permitted on a case-by-case basis, provided the main which is proposed for connection is of adequate size to accept a six (6) inch tapping saddle. All new construction shall require a factory-wye connection to any collection line. Flexible couplings shall not be used for any service connections within the right-of-way or easements of any collection line. Tapping saddles for new construction shall only be allowed if approved by the Wastewater Division.

Connections of sewer services less than eight (8) inches in diameter shall connect to collection lines and not manholes.

Sewer services will be extended to a point on each lot, which is a minimum of ten (10) feet from the lower property corner based on the sanitary sewer main lowest elevation. For any building with more than one occupied space, for separate lease or ownership, a sewer cleanout shall be installed outside of the building for each individual occupiable space, unless approved by the City Engineer.

Delete Subsection 9-d-i in its entirety and insert the following in its place:

Manholes shall be installed at the end of each main and at changes in direction, size, or slope of the main. The maximum spacing of manholes shall be four hundred (400) feet. Plugged inlets set in the direction of future line expansion shall be provided in the terminating manhole. Upstream terminating manholes shall be located within ten (10) feet of the most distant property line of the lot or building site being served or perimeter line of a new development. In general, sewers that are in the street should be designed so that manholes are located seven (7) feet from the centerline of the streets. Manholes outside the street area must be accessible to City maintenance vehicles. A minimum horizontal spacing of ten (10) feet (clear separation of mains and manholes) or a minimum vertical spacing of eighteen (18) inches (clear separation of mains and manholes) shall be maintained from water mains. Where vertical or horizontal clearances cannot be maintained, the sewer line shall be placed in a separate conduit pipe.

Add the following language to Subsection 9-d-ii:

Manholes of forty eight (48) inches minimum inside diameter shall be used on eight (8) inch through twenty four (24) inch mains. Larger mains and crowded intersecting mains will have oversized manholes.

Add the following language to subsection 9-d-iv

Flow through inverts in manholes shall provide a minimum of one tenth (0.1) foot drop in a straight through manhole or a manhole angled at ninety (90) degrees to two hundred and seventy (270) degrees; and two tenths (0.2) foot drop in manholes angled less than ninety (90) degrees or greater than two hundred and seventy (270) degrees.

In manholes where the downstream sewer line is larger in diameter than the upstream line, the pipe crown elevations of the two (2) pipes shall match.

In new manholes that are placed or cut-in on existing sewer mains, the manhole inverts shall, at a minimum, match the slope of the existing sewer main.

Delete Subsection 9-d-vi in its entirety and insert the following:

(vi) Access to manholes shall be provided with non-corrosive, rubber-coated, aluminum or nylon steps spaced at twelve (12) inch minimum and sixteen (16) inch maximum.

Add a new subsection 9-g

9-g EASEMENTS

The minimum width of an easement for City use in which a sanitary sewer will be installed is twenty (20) feet. If the final depth as measured from finished grade to the top of the sewer main exceeds 8.0 feet, the following table shall be used to determine the minimum width of right-of-way or easement required:

Depth of sewer main measured from finished grade to top of pipe (feet).	Minimum distance (feet) from center of proposed sewer main to edge of building or established R-O-W/easement.
8.0 to 9.0	10.0 (20.0 feet total width)
9.1 to 12.0	15.0 (30.0 feet total width)
Greater than 12.0 feet	At least 20' (40' total), and function of soil type.

401.02 LIFT STATIONS

Lift stations shall be designed to meet the minimum requirements of the Wyoming Department of Environmental Quality, Water Quality Division. All lift stations, which are to be operated and maintained by the City, shall include control and telemetry equipment compatible with the City's existing system. The telemetry equipment shall be housed in permanent, above grade structures designed for that purpose. Sanitary Sewer system lift stations shall be permitted through the Wyoming Department of Environmental Quality, Water Quality Division.

SECTION 403

DESIGN OF STORM DRAINAGE SYSTEMS

403.00 GENERAL

All storm drainage improvements within the City of Gillette (City) shall be designed and constructed according to the latest approved versions of the City of Gillette Storm Drainage Design Manual, the City of Gillette Stormwater Master Plan, the City of Gillette Standard Construction Specifications and other City regulations and ordinances as they apply to storm drainage. Depending on specific site conditions, storm drainage systems may need to exceed these minimum standards in order to meet the goals of City policies and provide adequate protection from flooding. Should these design standards conflict with the requirements of other agencies the designer shall seek direction from the City Engineer to determine the appropriate standard to apply.

SECTION 504

DESIGN OF CONCRETE SIDEWALKS AND CURB RAMPS

504.10 SIDEWALKS

504.10.1 Cross Slope:

The maximum cross slope for sidewalk shall be $\frac{1}{4}$ inch per foot (1V:48H or 2%). Generally, the sidewalk shall be sloped toward the street at 2% to promote positive drainage away from private property.

504.10.2 Running Slope:

The maximum running (longitudinal) slope shall be 1V:20H (5%). Where terrain dictates that the adjacent roadway grades are steeper than 1V:20H, the same grade may be used for the sidewalk. When a 1:20 running slope must be exceeded and not directly controlled by the roadway slope, the slope then becomes classified as a ramp. A maximum ramp slope of 1V:12H (8.33%) may then be utilized with five (5) ft by five (5) ft level ramp landings every thirty (30) ft minimum.

504.10.3 Thickness:

Sidewalk thickness shall not be less than 4 inches. Sidewalks through driveways shall not be less than six (6) inches thick.

504.10.4 Width:

The minimum sidewalk width in residential areas shall not be less than four (4) feet. Sidewalks adjacent to collector and arterial streets or in commercial, educational, or industrial districts shall not be less than five (5) feet in width.

504.10.5 Jointing:

The spacing of transverse joints shall be equal to the width of the sidewalk. An expansion joint shall be located at the beginning and the end of each straight run, at intervals not to exceed one hundred fifty (150) feet for new construction, at locations where new concrete joins existing concrete or other structures, and at other locations as may be deemed necessary by the City Engineer, or the design engineer.

504.10.5 Alignment:

For detached sidewalks, the property edge of sidewalk shall be set one (1) foot from the property line parallel to the street unless otherwise approved by the City Engineer.

For detached sidewalks, the minimum height above the top of curb shall be a slope of one-fourth ($\frac{1}{4}$) inch per foot from the curb to the property side edge of sidewalk, unless otherwise approved by City Engineer.

504.20 SIDEWALK CURB RAMPS

504.20.1 Curb Ramps:

All curb ramps shall have a maximum running slope of 1V:12H (8.33%) and a maximum cross slope of one-fourth (1/4) inch per foot (2%). Counter slopes of adjoining gutters and roadway surfaces immediately adjacent to the bottom of the curb ramp shall not be steeper than 1V:20H (5%). Curb ramp flares shall not exceed a 1V:10H (10%) slope. The maximum running distance of a curb ramp shall be fifteen (15) feet. Transition points at the top and bottom of the ramp, where the ramp meets the landing and the gutter, shall be flush without abrupt level changes.

504.20.2 Landings:

All ramps are required to have a landing area with no more than a 2% (1/4" per foot) slope in any direction. The landing area shall be a minimum of four foot (4') by four foot (4') in size. Typically, the landing area shall be located where a pedestrian makes a turning movement to line up with the ramp and curb opening. For example, the landing area shall be located where two (2) detached sidewalks join and connect to the ramp. The landing area on a curb side sidewalk shall be located at the curb opening. It may be necessary to have multiple landing areas when combining attached and detached sidewalks. Grade changes from the connecting sidewalk or ramp to the landing area must be perpendicular to the direction of travel.

504.20.3 Detectable Warning Panels:

Install pre-manufactured detectable warning panels in accordance with manufacture's recommendations at all locations where the curb ramp enters into a street or parking lot. The City Engineer's office has an approved list of manufactures on file. See Standard Drawings for detectable warning panel size and location. Detectable warning panels shall be an approved brick red color except in locations where the adjoining concrete sidewalk is red or dark in color. At these locations, the detectable warning panel shall be a contrasting color approved by the City Engineer.

504.20.4 Free Width:

Obstructions such as signal poles, light poles, traffic control cabinets, etc. cannot be located in the landing area or the ramp slope. All sidewalks shall have a four foot (4') minimum width free of obstructions to accommodate pedestrian travel.

504.20.5 Parallel Curb Ramps (Ramps on Curbside Sidewalk):

Depending on adjoining grades and existing conditions, a curb with a maximum height of six inches (6") may need to be installed on the back of the landing area and attached sidewalk. This curb may also need to be installed to ensure street drainage does not overflow the area behind the landing area and ramp. See Standard Drawings for details.

SECTION 609

DESIGN OF FLEXIBLE PAVEMENTS

609.00 GENERAL

Flexible pavements for all City streets and alleys, and required off-street parking, shall be designed by a Professional Civil Engineer registered to practice in the State of Wyoming. A designed pavement will be required for all new construction or full depth reconstruction. Overlays may be designed using the method contained in this section or by any other acceptable method. The pavement should include site specific stabilization recommendations for subgrade preparation.

This section will serve as a guide for the design of flexible pavements. For detailed information on this design method the designer should refer to the latest edition of the "AASHTO Guide for Design of Pavement Structures", which is published by the American Association of State Highway and Transportation Officials. If another method of thickness design is used, the Engineer must show that the selected design procedure does not result in a lesser pavement section than would have resulted from using this procedure.

A full pavement design report shall be provided to the City by the design engineer documenting all traffic assumptions with vehicle classifications, soils test results including laboratory reports, boring locations, and depth, linear variability of the soil, and values used to calculate the pavement section, including design of proposed subgrade preparation depth.

The design of City Streets by this method will be based on a twenty-year (20) design life.

609.10 THICKNESS DESIGN FACTORS:

The primary factors involved in the design thickness of asphalt pavement are:

1. Traffic
2. Reliability
3. Subgrade, Subbase, and Base Strengths
4. Plant Mix Properties

609.11 TRAFFIC:

Estimates of traffic volume and axle load distribution during the design life are essential, and can be made using the traffic counts and reasonable predictions of traffic growth. Growth predictions should be consistent with current community growth and traffic plans, and the practical design capacity of the street.

For the purpose of design, mixed traffic must be converted to common units. To convert between different axle loads and axle configurations, all vehicles should be converted to 18-kip equivalent single axle loads ($E_{18}SAL$).

Section 2.1.2 of the "AASHTO Guide for Design of Pavement Structures" shall be used to determine the cumulative expected 18-kip equivalent single axle loads ($E_{18}SAL$) during the analysis period.

For Local and Local-Through Streets, the designer shall submit the traffic assumptions incorporated in the design, including the distribution of vehicle classification over the design period. No growth will be considered for Local Streets. In no case shall the design $E_{18}SAL$ be less than the minimum noted in Section 609.20.

For Collector and Arterial pavement design, the City of Gillette shall provide the initial Average Daily Traffic count (ADT), distribution of vehicle classifications, and anticipated rate of growth over the design period.

609.12 RELIABILITY:

Reliability is the probability that the load applications a pavement can withstand in reaching a specified minimum serviceability level is not exceeded by the number of load applications that are actually applied to the pavement. Simply put reliability is a factor of safety. A pavement designed at a fifty (50) percent level of reliability will on the average carry about the same number of $E_{18}SAL$ for which it was designed. At eighty (80) percent it will carry 1.97 times the $E_{18}SAL$, and at ninety-five (95) percent 3.76 times the $E_{18}SAL$.

Since reliability is used as a factor of safety in this method, the designer should take care to use best estimate, and average values for the other design factors, rather than using limiting values, to avoid overly conservative designs.

Reliability factors used in this design shall be based on suggested levels of reliability for various functional classifications, and those are as follows:

<u>FUNCTIONAL CLASSIFICATION</u>	<u>RECOMMENDED LEVEL OF RELIABILITY</u>
Local/Local Through	80%
Collector	90%
Arterial	95%

609.13 RESILIENT MODULUS:

The standard for material characterization in this design method shall be the resilient modulus. The roadbed soil resilient modulus can be determined using the AASHTO T274 test procedure on representative samples or predicted from correlations with other methods of testing. The resilient modulus must be determined by a soil engineer licensed to practice engineering in the State of Wyoming. To facilitate the use of the more direct CBR test, the Asphalt Institute has determined a conversion factor that can be used to convert the CBR to the resilient modulus value. This is given as $M_r = 1500 CBR$. The above conversion factor should be used only for material that can be classified under the unified classification system as CL, CH, ML, SC, SM, and SP or when the resulting resilient modulus is less than 30,000 psi.

609.14 DESIGN SERVICEABILITY LOSS

The following criteria shall be used for all City of Gillette roadways to be dedicated for public use:

Arterials	2.5
Collector	2.5
Local/Local Through	2.0

609.15 STRUCTURAL LAYER COEFFICIENTS:

The structural coefficient is an index derived by correlation with the resilient modulus for each structural material in the pavement section.

The following layer coefficients shall be used for City of Gillette materials:

City of Gillette Plant Mix Asphalt Pavement - 0.40

Aged existing asphalt pavement - 0.25

Base (COG Grading W or L) - 0.12

Sub-base - 0.09 (shall meet COG requirements for sub-base and have a CBR of at least 20)

Acceptable base course materials shall be grading L, crushed limestone, and grading W as provided in the Aggregates section of the City of Gillette Standard Construction Specifications.

Table 1 gives recommended drainage modifiers for structural coefficients. Unless an edge drain is provided, the drainage coefficient shall not be greater than 0.8.

For further details in determining structural coefficients for various structural materials along with modifiers to the coefficients for drainage conditions, the designer is referred to Section 2.3.5 of the "AASHTO Guide for Design of Pavement Structures".

The designer may consider the use of geosynthetics for separation or reinforcement of the base if there is a demonstrated cost and/or pavement section performance advantage.

Table 1

Recommended m_i values for modifying structural layer coefficients of untreated base and sub-base materials in flexible pavements. Unless an edge drain is provided, the drainage coefficient shall not be greater than 0.8.

Quality of Drainage	Percent of Time Pavement Structure is Exposed to Moisture Levels Approaching Saturation			
	Less than 1%	1-5%	5-25%	Greater Than 25%
Excellent	1.40-1.35	1.35-1.30	1.30-1.20	1.20
Good	1.35-1.25	1.25-1.15	1.15-1.00	1.00
Fair	1.25-1.15	1.15-1.05	1.00-0.80	0.80
Poor	1.15-1.05	1.05-0.80	0.80-0.60	0.60
Very Poor	1.05-0.95	0.95-0.75	0.75-0.40	0.40

609.20 MINIMUM PAVEMENT SECTION:

The following table provides the minimum acceptable pavement sections for public roadways in the City of Gillette. These pavement and base course thicknesses are based on the given E_{18SAL} and CBR values for each road classification. Any proposed pavement section of lesser thicknesses or alternate materials shall be fully documented by the design engineer to substantiate that such alternate will provide an equivalent capacity as the pavement noted below and must be approved by the City Engineer.

Classification	E_{18SAL} (20 yrs)	CBR	Composite Section	
			Asphalt (inches)	Aggregate Base (inches)
Alleys		3	6.0	6.0
Local/Local Through	65,600	3	5.0	6.0
Collector	231,000	3	5.5	6.0
Arterial	539,500	3	6.5	6.0

609.30 PAVEMENT DESIGN PROCEDURE:

The following procedure should be used in determining the structural number (SN) of the pavement being designed:

- A. Determine the E_{18SAL} per Section 2.1.2 of the “AASHTO Guide for Design of Pavement Structures”.

- B. Determine the reliability as shown in Section 609.12.
- C. The overall standard deviation (S_o) for design shall be $S_o = 0.45$.
- D. Determine the effective roadbed soil resilient modulus (M_r).
- E. Determine the Design Serviceability Loss as shown in Section 609.14.
- F. Using the above information determine the Structural Number (SN) from the appropriate design nomograph shown in Figure 1.

Once the design structural number (SN) for a pavement structure is determined, it is necessary to identify a set of pavement layer thicknesses which when combined, will provide the load-carrying capacity corresponding to the design SN. The following equation provides the basis for converting SN into actual thicknesses of surfacing, base and subbase:

$$SN = a_1D_1 + a_2D_2m_2 + a_3D_3m_3$$

where

a_1, a_2, a_3 = layer coefficients representative of surface, base, and subbase courses, respectively.

D_1, D_2, D_3 = actual thicknesses of surface, base, and subbase courses.

m_2, m_3 , = drainage coefficients for base and subbase layers.

The thickness of the flexible pavement layers shall be rounded up to the next one-half ($\frac{1}{2}$)-inch. When selecting appropriate values for the layer thicknesses, it is necessary to consider their cost effectiveness along with the construction and maintenance constraints in order to avoid the possibility of producing an impractical design. From a cost-effective view, if the ratio of costs for layer one (1) to layer two (2) is less than the corresponding ratio of layer coefficients times the drainage coefficient, then the optimum economical design is one where the minimum base thickness is used.

The design charts in Section 2.3.5 of the "AASHTO Guide for Design of Pavement Structures" may be used when conditions allow to determine the appropriate layer coefficients.

For design thickness using soil strengths or reliability factors other than those shown, interpolation may be used. Thicknesses should be rounded up to the next one-half ($\frac{1}{2}$)-inch.

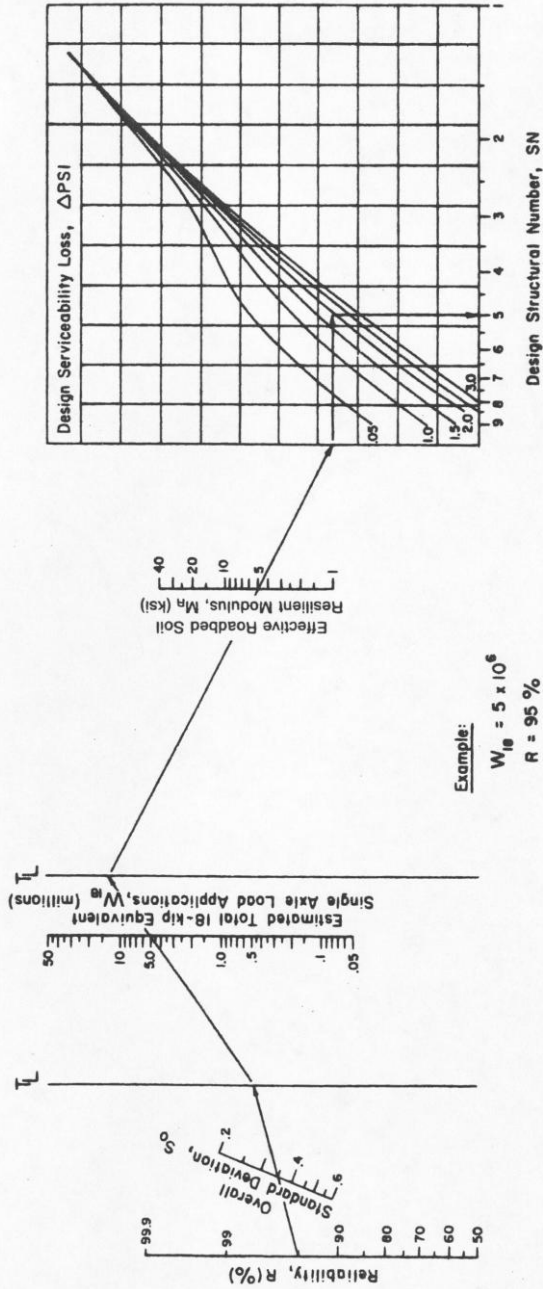
609.40 SPECIFICATIONS FOR PLANT MIX MATERIALS:

The material specifications for flexible pavements are given in Section 02512 and 02545 of the current edition of the City of Gillette Standard Construction Specifications.

NOMOGRAPH SOLVES:

$$\log_{10} W_{18} = Z_R S_0 + 9.36 \log_{10} (SN+1) - 0.20 + \frac{\log_{10} \left[\frac{\Delta \text{PSI}}{4.2 - 1.5} \right]}{1.094} + 2.32 \log_{10} M_R - 8.07$$

$$0.40 + \frac{1.19}{(SN+1)^{5.19}}$$



Example:

$$W_{18} = 5 \times 10^6$$

$$R = 95 \%$$

$$S_0 = 0.35$$

$$M_R = 5000 \text{ psi}$$

$$\Delta \text{PSI} = 1.9$$

$$\text{Solution: } SN = 5.0$$

Figure 4 Design Chart for Flexible Pavements Based on Using Mean Values for Each Input

SECTION 610

DESIGN OF RIGID PAVEMENTS

610.00 GENERAL:

Concrete pavements for all City streets and alleys, and required off-street parking, shall be designed by a Professional Civil Engineer registered to practice in the State of Wyoming. A designed pavement will be required for all new construction or full depth reconstruction. Overlays may be designed using the method contained in this section or by any other acceptable method. The pavement design shall include site specific stabilization recommendations for subgrade preparation.

This section will serve as a guide for the design of rigid concrete pavements. For detailed information on this design method, the designer should refer to the latest addition of the "AASHTO Guide for the Design of Pavement Structures", which is published by the American Association of State Highway and Transportation Officials. If another method of thickness design is used, the Engineer must show that the selected design procedure does not result in a lesser pavement section than would have resulted from using this procedure.

A full pavement design report shall be provided to the City by the design engineer documenting all traffic assumptions with vehicle classifications, soils test results including laboratory reports, boring locations, and depth, linear variability of the soil, and values used to calculate the pavement section.

The design of City Streets by this method will be based on a thirty (30)-year design life.

610.10 THICKNESS DESIGN FACTORS:

The primary factors involved in the design thickness of concrete pavement are:

- A. Traffic
- B. Reliability
- C. Subgrade Strength
- D. Concrete Properties

610.11 TRAFFIC:

Estimates of traffic volume and axle load distribution during the design life are essential, and can be made using traffic counts and reasonable predictions of traffic growth. Growth predictions should be consistent with current community growth and traffic plans, and the practical design capacity of the street.

For the purpose of design, mixed traffic must be converted to common units. To convert between different axle loads and axle configurations, all vehicles should be converted to 18-kip equivalent single axle loads (E_{18SAL}).

Section 2.1.2 of the "AASHTO Guide for Design of Pavement Structures" shall be used to determine the cumulative expected 18-kip equivalent single axle loads (E_{18SAL}) during the analysis period.

For Collector and Arterial pavement design, the City of Gillette shall provide the initial Average Daily Traffic count (ADT), distribution of vehicle classifications, and anticipated rate of growth over the design period.

610.12 RELIABILITY:

Reliability is the probability that the load applications a pavement can withstand in reaching a specified minimum serviceability level is not exceeded by the number of load applications that are actually applied to the pavement. Simply put reliability is a factor of safety. A pavement designed at a fifty (50) percent level of reliability will on the average carry about the same number of E₁₈SAL for which it was designed. At eighty (80) percent it will carry 1.97 times the E₁₈SAL, and at ninety-five (95) percent 3.76 times the E₁₈SAL.

Since reliability is used as a factor of safety in this method, the designer should take care to use best estimate, and average values for the other design factors, rather than using limiting values, to avoid overly conservative designs.

Reliability factors used in this design shall be based on the suggested levels of reliability for various functional classifications and which are as follows:

<u>FUNCTIONAL CLASSIFICATION</u>	<u>RECOMMENDED LEVEL OF RELIABILITY</u>
Local/Local Through	80%
Collector	90%
Arterial	95%

610.13 SUBGRADE REACTION (*k*):

Economical concrete pavements that will give good performance can be built on most in-place soils. Subgrade soils should be of uniform material and density for satisfactory pavement performance. Soft spots that show up during construction should be excavated and re-compacted with the same type of material found in the adjacent subgrade.

The supporting power of the subgrade is expressed as values of '*k*', the modulus of subgrade reaction, and can be determined by plate bearing tests. The *k* may be estimated by correlation to M_R using Figure 3.3 of the 1986 AASHTO Guide for Design of Pavements. The *k*-value must be determined by a soil engineer licensed to practice engineering in the State of Wyoming.

610.14 CONCRETE QUALITY AND MATERIAL SPECIFICATIONS:

Concrete paving mixes are designed: 1) for economy; 2) to give satisfactory durability under the conditions the pavement will be subject to; and 3) to produce the desired flexural strength.

The material specifications for concrete pavements are given in Section 02520 of the current edition City of Gillette Standard Construction Specifications.

610.15 DESIGN SERVICEABILITY LOSS

The following criteria shall be used for all City of Gillette roadways to be dedicated for public use:

Arterial	2.5
Collector	2.5
Local/Local Through	2.0

610.20 MINIMUM PAVEMENT SECTION:

The following table provides the minimum acceptable pavement sections for public roadways in the City of Gillette. These pavement and aggregate base thicknesses are based on the given E_{18SAL} and CBR values and road classification. Any proposed pavement section of lesser thicknesses or alternate materials shall be fully documented by the design engineer to substantiate that such alternate will provide an equivalent capacity as the pavement noted below and must be approved by the City Engineer.

Classification	E_{18SAL} (20 yrs)	CBR	Concrete (inches)	Aggregate Base
Alleys		3	6.0	6
Local/Local Through	83,900	3	6.0	6
Collector	319,970	3	6.5	6
Arterial	839,000	3	8.0	6

610.30 THICKNESS DESIGN CRITERIA:

The following procedure should be used in determining the required pavement thickness

- A. Determine the E_{18SAL} per Section 2.1.2 of the "AASHTO Guide for Design of Pavement Structures".
- B. Determine the reliability as shown in 610.12
- C. The overall standard deviation (S_o) for design shall be $S_o=0.35$
- D. Determined the Design Serviceability Loss as shown in Section 610.15
- E. Determine the concrete elastic modulus
- F. Determine the concrete modulus of rupture
- G. Determine the load transfer coefficient (j) (without curb and gutter=3.6, with curb and gutter=3.1)
- H. Determine the drainage coefficient

In these design charts "with curb and gutter" refers to curbs poured integral with the pavement or tied to the pavement in such a manner the curb and gutter act structurally as a thickened edge of the pavement.

For design thicknesses using K values, concrete strength, or reliability factors other than shown, interpolation may be used.

For design thicknesses on projects with radically different conditions than those shown, see the "AASHTO Guide for Design of Pavement Structures". Pavement thickness obtained using these design charts shall be rounded up to the next one-half ($\frac{1}{2}$)-inch.

610.40 JOINTS

Joints must be carefully designed and constructed to ensure good performance. Details of actual joint pattern will be included in design, and shall be approved by City Engineer prior to use.

Longitudinal Joints

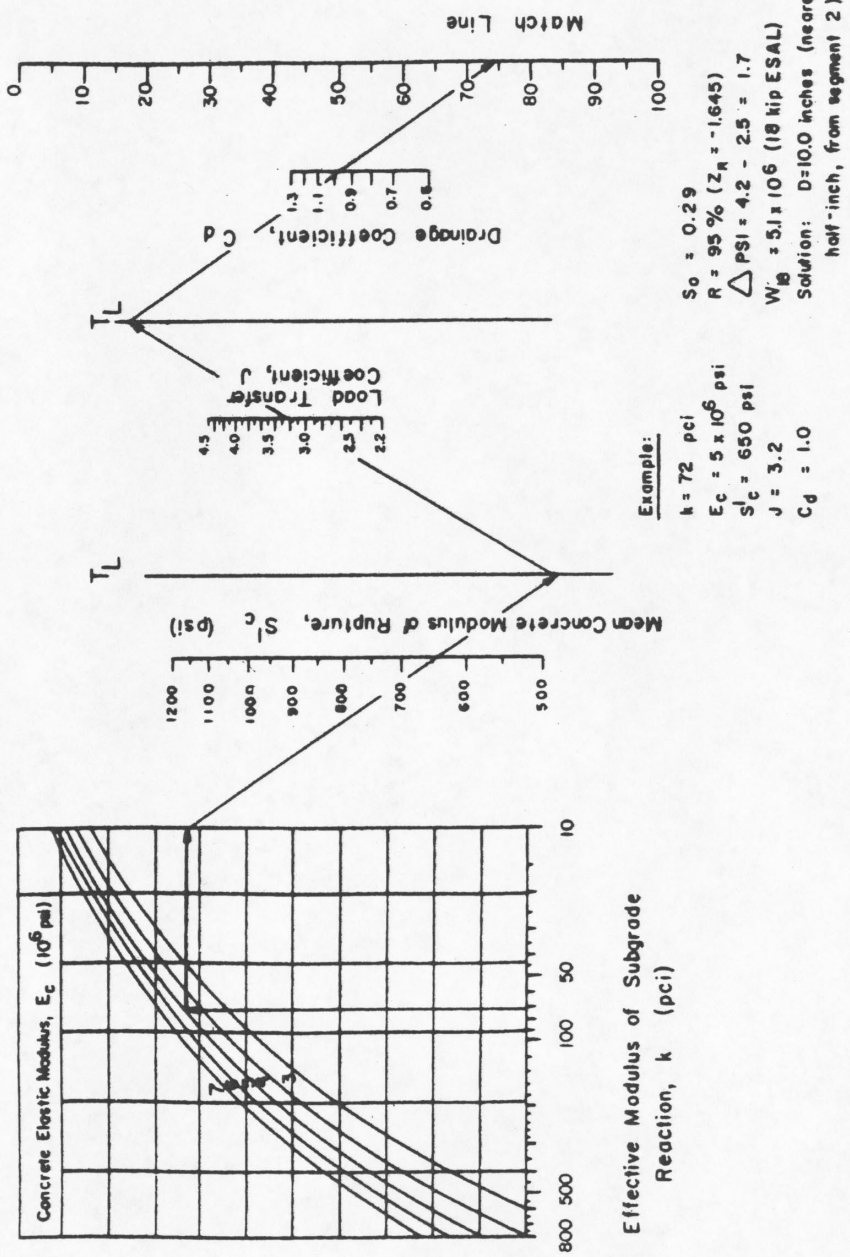
Longitudinal joints are installed to control longitudinal cracking. Unless otherwise specified by Engineer, all longitudinal joints, sawed or construction, including curb and gutter, shall be tied with rebar. They shall be spaced to coincide with lane markings at eight (8) to twelve (12) feet intervals. Longitudinal joint spacing should not be greater than thirteen (13) feet. The depth of longitudinal joints should be one-fourth ($\frac{1}{4}$) to one-third ($\frac{1}{3}$) of the pavement thickness ($D/4$ to $D/3$).

Transverse Joints

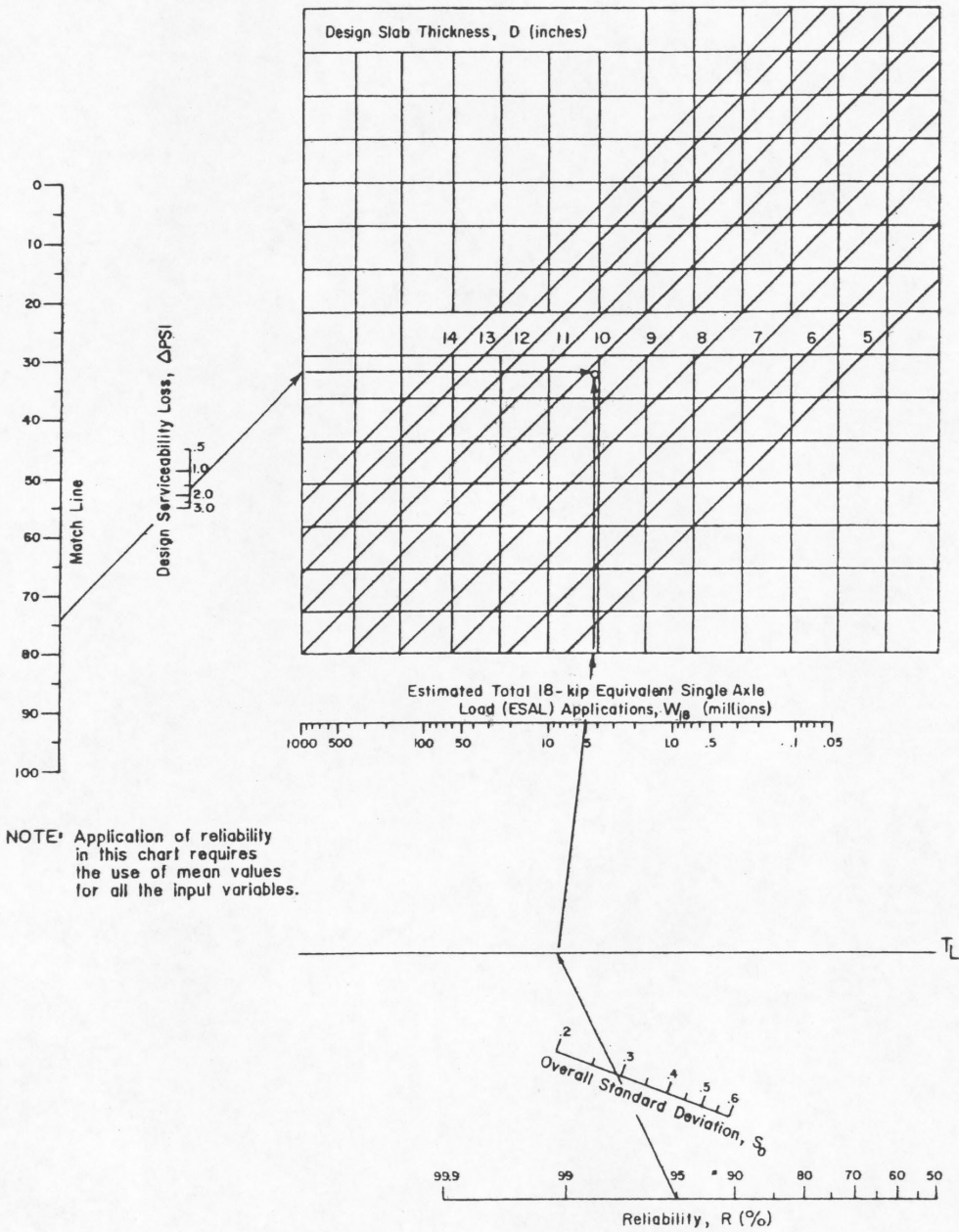
Transverse contraction joints are used to control transverse cracking. Contraction joints relieve (1) tensile stresses that occur when the slab contracts and (2) curling and warping stresses caused by differential temperatures and moisture contents within the slab. The depth of the transverse joint shall be equal to one-quarter ($D/4$) of the pavement thickness. This depth should be increased to $D/3$ for pavements built on stabilized (cement or asphalt) subbase. For plain jointed concrete city street pavements, the joint spacing should not exceed twenty-four (24) to thirty (30) times the pavement thickness with the maximum of fifteen (15) feet. Smooth dowels shall be used on transverse joints for pavements seven (7) inches or thicker (see Engineering Design Standard details).

NOMOGRAPH SOLVES:

$$\log_{10} 18 = z_R \cdot S_o + 7.35 \log_{10} (D+1) - 0.06 + \frac{\log_{10} \left[\frac{\Delta \text{ PSI}}{4.5 - 1.5} \right]}{1 + \frac{1.624 \cdot 10^7}{(D+1)^{8.46}}} + (4.22 - 0.32 z_R^2) \log_{10} \left[\frac{S_c' \cdot C_d \left[D^{0.75} - 1.132 \right]}{215.63 \log_{10} \left[D^{0.75} - \frac{18.42}{(E^2/k)^{0.25}} \right]} \right]$$



Design Chart for Rigid Pavement Based on Using Mean Values for Each Input Variable (Segment 1)



Continued—Design Chart for Rigid Pavements Based on Using Mean Values for Each Input Variable (Segment 2)

SECTION 611

STREET GEOMETRICS

611.0 GENERAL

All curb, gutter, sidewalk, street design, and rights-of-way width shall conform to the minimum requirements of the City of Gillette Standard Construction Specifications and the City Subdivision Regulations. Where standards differ between the Subdivision Regulations and the Design Standards the Design Standards shall govern. Care shall be taken to ensure continuity of grades, widths, etc., of proposed, existing and future installations. Private non-commercial streets and parking lots shall be built to these Standards, including curbs, gutter, and sidewalks unless otherwise approved by the City Engineer.

611.01 REPORTS

611.01.1 Traffic Impact Analysis Report

A Traffic Impact Analysis (TIA) shall be required with applications for development review and approval when the trip generation is expected to exceed more than one hundred (100) trips during any one-hour (1) peak or to exceed two hundred fifty (250) trips per day, based on traffic generation estimates of the Institute of Transportation Engineer's Trip Generation Manual (or any successor publication). The City may also require a TIA for any of the following conditions:

1. Any project that has significant impact to the existing Level of Service (LOS) on any collector or arterial street;
2. Any application for rezoning;
3. Any case where the previous TIA for the property is more than two (2) years old;
4. Any case where increased land use density will result in increased traffic generation; and
5. As may be required by the City Engineer to address traffic issues that may be affected by the proposed project.

Traffic Impact Analysis reports shall be completed by a Professional Civil Engineer licensed in the state of Wyoming. The report shall be based on the following outline at minimum, and include appropriate background information, and supporting data.

1. Executive summary
2. Purpose and objectives
3. A description of the site and study area
4. Existing conditions in the area of development
5. Anticipated nearby development
6. Trip generation
7. Trip distribution
8. Modal split
9. Traffic assignment resulting from the development
10. Projected future traffic volumes
11. Assessment of the change in roadway operating conditions resulting from the development traffic

12. Recommendations for site access and transportation improvements needed to maintain traffic flow to, from, within, and past the site at an acceptable and safe level of service.

611.01.2 Pavement Design Report

All roadway construction in the City of Gillette shall require a pavement design report. The report content shall be in accordance with Section 609 and Section 610 of these Standards and include a supporting geotechnical report.

611.02 STREET CLASSIFICATIONS

611.02.1 Local (see local standard detail 02512-02 for cross sections and additional information)

A local street is a general term denoting a roadway designed or operating with the following characteristics:

- A. Street Width (b/c to b/c)- thirty-six feet to forty feet (36' to 40)'
- B. Design Speed- twenty-five (25) miles per hour with a generally posted speed limit of twenty to twenty-five (20-25) miles per hour.
- C. Traffic Volumes- Generally less than one thousand five hundred (1,500) vehicles per day.
- D. Function/Access- Designed for ease of direct access to adjacent parcels of land. Residential properties may front on local streets. Driveway widths shall be twelve feet (12') minimum and thirty-two feet (32') or 50% of the adjacent lot line as the maximum.
- E. Traffic Control- Regulation of traffic is accomplished through stops signs, yield signs, or right-of-way rules for uncontrolled intersection as in accordance with the current edition of the Manual on Uniform Traffic Control Devices (MUTCD).
- F. Cul-De-Sacs- In accordance with Section 611.08 of these standards.
- G. Alleys- In accordance with Section 611.09 of these standards.

611.02.2 Local Through (see Local through standard detail 02512-02 for cross sections and additional information)

A local through is a general term denoting a roadway designed or operating with the following characters:

- A. Street Width (b/c to b/c)- forty feet to 44 feet (40' to 44)'
- B. Design Speed – between twenty- five (25) and thirty-five (35) miles per hour with a generally posted speed limit of twenty-five to thirty (25-30) miles per hour.
- C. Traffic Volume – Generally between one thousand five hundred (1,500) and two thousand five hundred (2,500) vehicles per day.
- D. Level of Service – Designed to a minimum Level of Service (LOS) C with a volume to capacity ratio of 0.40 based on the twenty–year (20) forecasted volumes.
- E. Function/Driveway Access – Local through are designed to handle traffic volumes loading from and onto private drives, locals, other collectors, and arterial roadways. Local through collect and distribute traffic between local streets and collector and arterial streets. Residential properties may front on and have direct access to local through streets. Driveway widths shall be twelve feet (12') minimum and thirty-two feet (32') or 50% of the adjacent lot line as the maximum.

The minimum driveway access spacing shall be one hundred (100) feet for non-residential areas.

- F. Traffic Control – Regulation of traffic is accomplished through the use of signs, traffic signals and channelization in accordance with the current edition of the Manual on Uniform Traffic Control Devices (MUTCD).

611.02.3 Collector (see collector standard detail 02512-02 for cross sections and additional information)

A collector is a general term denoting a roadway designed or operating with the following characteristics:

- A. Street Width (b/c to b/c) – thirty-six feet to fifty-six feet (36' to 56')
- B. Design Speed – Between thirty-five (35) and forty-five (45) miles per hour with a generally posted speed limit between thirty (30) and forty (40) miles per hour.
- C. Traffic Volumes – Generally between two thousand five hundred (2,500) to three thousand five hundred (3,500) vehicles per day.
- D. Level of Service – Designed to a minimum Level of Service (LOS) C with a volume to capacity ratio of 0.40 based on the twenty (20) year forecasted volumes.
- E. Function/Driveway Access – Collectors are designed to handle traffic volumes loading from and onto local, local through, other collector, and arterial roadways. Collector streets collect and distribute traffic within the community. Left turn lanes and channelization may be required at intersections and driveway access points by the City Engineer. Driveway access is generally limited and may be restricted. Single-family residential frontage is discouraged and back-out drives are prohibited except in unique circumstances. Driveway access widths shall be twelve feet (12') minimum and forty feet (40') maximum. The minimum driveway access spacing shall be one hundred (100) feet.
- F. Traffic Control – Regulation of traffic is accomplished through the use of signs, traffic signals, and channelization in accordance with the current edition of the Manual on Uniform Traffic Control Devices (MUTCD).

611.02.4 Arterial (see arterial standard detail 02512-01 for cross section and additional information)

An arterial street is a general term denoting a roadway designated or operating with the following characteristics:

- A. Street Width (b/c to b/c) – Minor forty-eight feet (48') to seventy-four feet (74'), Major sixty feet (60') to ninety-eight feet (98').
- B. Design Speed – Between forty (40) and fifty (50) miles per hour with a generally posted speed limit between thirty-five (35) and forty-five (45) miles per hour.
- C. Traffic Volumes – Generally greater than three thousand five hundred (3,500) vehicles per day.
- D. Level of Service – Designed to a minimum Level of Service (LOS) C with a volume to capacity ratio of 0.40 based on the twenty (20) year forecasted volumes.
- E. Function/Driveway Access – Arterial streets are designed to handle traffic loading from other arterials, collector streets and occasionally from local streets. They are intended to serve regional and intra-city multi-modal travel. Direct driveway access from residential properties is prohibited. Direct driveway access from all other land uses may require a traffic impact analysis demonstrating that the driveway access can function safely with minimal impact to travel on the arterial.

Driveway access movements may be restricted or prohibited. Driveway widths shall be twelve feet (12') minimum and 40' maximum. The minimum driveway access spacing shall be two hundred fifty (250) feet.

- F. Traffic Control – Regulation of traffic is accomplished by signs, traffic signals, and channelization in accordance with the current edition of the Manual on Uniform Traffic Control Devices (MUTCD).

611.03 HORIZONTAL ALIGNMENT

611.03.1 Horizontal Curves

The minimum horizontal curves for roadway alignment shall be in accordance with the table below. AASHTO design guidelines shall be considered and must be approved by the City Engineer for unique or unusual circumstances that are different from this table.

**TABLE 611.1
HORIZONTAL CURVES**

	Arterial	Collector	Local Through	Local
Minimum Curve Radius (ft)	AASHTO Standards	AASHTO Standards	300	180

611.03.2 Curb Return Radii

Minimum return radii shall be as shown in the table below:

**TABEL 611.2
CURB RETURN RADII**
(Measured Along back of curb)

Through Street	Intersecting Streets		
	Arterial	Collector	Local/Local Through
Arterial	50 ft*	40 ft*	20 ft*
Collector	40 ft*	30 ft	20 ft
Local	20 ft	20 ft	20 ft

(* May deviate as per the City Engineer's considerations to multi-modal uses)

611.03.3 Superelevation

All roadway designs using superelevation are subject to review and approval by the City Engineer. Recommendations of the AASHTO "A Policy on Geometric Design of Highways and Streets", latest edition shall be consulted in the design of superelevation.

Superelevation shall not be used on local or local through roads without approval from the City Engineer.

611.03.4 Stopping Sight Distance

The minimum stopping sight distance is the distance required by the driver of a vehicle traveling at the design speed to bring the vehicle to a stop after an object on the street becomes visible. Stopping sight distance is calculated in accordance with the latest edition of the AASHTO "A

Policy on Geometric Design of Highways and Streets”. Object height is assumed to be two (2.0) feet above road surface and viewer’s eye height is three and a half (3.50) feet above road surface. A likely obstruction may be a bridge abutment or line of columns, wall, cut side slope, or a side or corner of a building. The sight distance design procedure shall assume a six (6.0) foot fence (as measured from actual finished grade) exists at all property lines except in the sight-distance triangles required at all intersections.

Where an object off the pavement restricts sight distance, the stopping sight distance determines the minimum radii of curvature. In no case shall the stopping sight distance be less than as specified in Table 611.3. To allow for the effect of grade on stopping sight distance the factors in table 611.4 shall be used.

**TABLE 611.3
STOPPING SIGHT DISTANCE**

DESIGN SPEED (mph)	STOPPING SIGHT DISTANCE (ft)
25	155
30	200
35	250
40	305
45	360
50	425

**TABLE 611.4
EFFECT OF GRADE ON STOPPING SIGHT DISTANCE**

DESIGN SPEED (MPH)	STOPPING SIGHT DISTANCE ADJUSTMENT					
	Increase for Down Grade (ft)			Decrease for Upgrades (ft)		
	3%	6%	9%	3%	6%	9%
25	3	10	18	7	12	15
30	5	15	27	10	16	21
35	7	21	37	13	21	28
40	10	32	49	16	27	36
45	18	40	67	16	29	40
50	21	49	82	20	37	50

611.03.5 Alignment at Bridges

Ending a curve on a bridge is undesirable and adds to the complication of design and construction. Likewise, curves beginning or ending near a bridge should be placed so that no part of any transition extends onto the bridge. Compound curves on a bridge are equally undesirable. If curvature is unavoidable, every effort should be made to keep the bridge within the limits of the simple curve.

611.03.6 Coordination With Vertical Alignment

To avoid the possibility of introducing serious traffic hazards, coordination is required between horizontal and vertical alignment. Particular care must be exercised to maintain proper sight distance at all times. Sharp horizontal curves introduced at or near the top of pronounced crest or bottom of sag vertical curves should be avoided.

611.03.7 Railroad Crossings

All railroad crossings on arterial streets shall be steel reinforced rubber or concrete panels for the full width of the roadway. A timber pedestrian walk and vehicle recovery area shall be provided on both sides of the steel reinforced rubber.

Timber crossings may be considered for use in place of steel reinforced rubber on local streets only. Minimum crossing width shall be the full width of the right-of-way to provide for pedestrians and vehicle recovery area.

The appropriate railroad company must approve all railroad crossings.

611.04 VERTICAL ALIGNMENT

611.04.1 Permissible Roadway Grade

The minimum desirable grade for roadways is one (1) percent. Maximum desirable grades for local streets are eight (8) percent, collectors are seven (7) percent, and arterials are six (6) percent. Maximum grades should only be used in extreme topographic conditions, and the designer should strive to minimize the use of maximum grades for considerable lengths. The City Engineer must approve grades in excess of the maximum or below the minimum desirable.

611.04.2 Permissible Intersection Grades (public rights-of-way)

The maximum permissible grade at intersections shall be as shown in the table below. These grades are maximum instantaneous flowline grades for the stated distances (each side of the street) for the minor (intersecting) street.

TABLE 611.5

Maximum Grades and Length of Grades at Intersection Approaches				
Intersection of:	Local	Collector	Arterial	Maximum Grade
Local Street with	35'	100'	100'	4%
Collector Street with	100'	100'	200'	3%

The intersection grade of the major (through) street at the intersection may be dictated by design considerations for the street. However, if the major street intersection grade exceeds three (3) percent, the type of access and access control will be as directed by the City Engineer.

In general, all private commercial driveways with curb return radii shall have a maximum grade of four (4) percent, with the length of the maximum grade for the commercial driveway a minimum of fifty (50) feet measured from the flowline intersection of the public roadway.

611.04.3 Changing Grades

Instantaneous grade changes shall not be permitted. The use of grade breaks in lieu of vertical curves is discouraged. However, if a grade break is necessary and the algebraic difference in grade does not exceed four-tenths of a percent (0.004 ft./ft.) along the roadway, the grade break may be permitted. The maximum grade break allowed at the point of tangency at a curb return for local and collector roads shall be two (2) percent and a maximum of one (1) percent for arterial roadways. Special consideration shall be given to necessary drainage structures.

611.04.4 Vertical Curves

When the algebraic difference in grade (A) is at, or exceeds, four tenths of a percent (0.004 ft./ft.), a vertical curve is to be used. All vertical curves shall be symmetrical. The minimum gradients into and out of a sag vertical curve shall be one (1) percent (0.01 ft./ft.). All vertical curves shall be labeled in the profile with length of curve (L), $K=L/A$ values, PVC, PVT, PVI, and stationing and elevation of these components. In addition, the low point or high point of the vertical curve shall be shown. The minimum vertical curve K values are shown in Table 611.6.

TABLE 611.6

MINIMUM VERTICAL CURVE DESIGN CRITERIA

Design Speed	K Value (Length = K X Algebraic Difference in Grades)	
	Crest	Sag
25	12	26
30	19	37
35	29	49
40	44	64
45	61	79
50	84	96

611.04.5 Intersections

In addition, the following criteria shall apply at intersections:

- A. The grade of the “through” street shall take precedence at intersections. At the intersections of roadways with the same classification, the more important roadway, as determined by the City Engineer, shall have this precedence. The design should warp side streets to match through streets with as short of a transition as possible. Crown warping of the major street shall be considered to allow for higher speeds of cross street traffic at signalized intersections.
- B. The key criteria for determining the elevation of the curb return on the side street and the amount of warp needed on a side street transitioning to a through street are:
 1. Permissible grade in the stop/start lane (See section 611.04.2).
 2. Pavement cross slope at the PCR’s on the side street and permissible warp in pavement cross slope (see section 611.06.1(B)).
 3. Normal vertical curve criteria.
 4. Vertical controls within the curb return itself.
- C. The elevation at the PCR on the through street is always set by the grade of the through street in conjunction with the pavement cross slope.
- D. Carrying the crown at a side street into the through street is permitted only when drainage consideration warrants such a design.
- E. A more detailed review shall be performed for arterial intersections to maximize drivability.
- F. Whenever possible, intersections shall be made at right angles or radial to a curve. No intersecting angle of less than eighty (80) degrees will be allowed without approval of the City Engineer.

- G. Intersections for Collector and Arterial Streets should be four (4) legged, as opposed to two (2) tee intersections.
- H. Street jogs with centerline offsets of less than one hundred fifty feet (150') shall not be permitted.

611.04.6 Curb Returns

Minimum fall around curb returns for flow along the curb line shall be a minimum of one and one half (1.5) percent.

611.04.7 Curb Return Profiles

Curb return profiles are required for radii equal to or greater than thirty (30) feet within the public right-of-way. A mid-point elevation along the arc length of the curb return shall be shown in the plan view for radii less than thirty (30) feet. Curb return design shall be set in accordance with the following design procedure. General standards for flowline control and profiles with the curb returns shall be as follows:

- A. The point of tangency at each curb return shall be determined by the projected tangent grade beginning at the point of intersection (PI) of the flowlines.
- B. The arc length and external distance of the curb return shall be computed and indicated on the drawing.
- C. Show the corresponding flowline (or top of curb) grade for each roadway beyond the Point of Curvature of the Return (PCR).
- D. Design the curb return flowline such that a maximum cross slope between the mid-point of the curve and the Point of Intersection of the Return (PICR) (external distance) does not exceed five (5) percent. Grade breaks at the PCRs shall not exceed two (2) percent for local and collector streets and one (1) percent for arterials. The flowline design of the curb return shall be accomplished within the return without affecting street grades beyond the PCR. The elevation and location of the high or low point within the return, if applicable, is to be called out in the profile.
- E. Scale for the curb return profile to be one inch equals one foot (1"=1') vertically and one inch equals ten feet (1"=10') horizontally.
- F. Curb return radii, existing and proposed, shall be shown.

611.04.8 Connection with Existing Roadways

- A. Connection with existing roadways shall be smooth transitions conforming to normal vertical curve criteria if the algebraic difference in grade between the existing and proposed grade exceeds four-tenths of a percent (0.004 ft/ft). When a vertical curve is used to make this transition, it shall be fully accomplished prior to the connection with the existing improvements and shall also comply with the grade requirements at intersection approaches.
- B. Existing center line grade shall be shown for at least three hundred (300) feet with field verified as-builts showing stations and elevations at twenty-five (25) foot intervals. In the case of connection with an existing intersection, these as-builts are to be shown within a three hundred (300) foot radius of the centerline of the intersection. This information will be included in the plan and profile that shows that proposed roadway. Limits and characteristics of the proposed improvements are the primary concern in the plan view. Such characteristics include horizontal alignment, off-site intersections, limits of the improvements, etc.

- C. Previously approved designs for the proposed improvement are not an acceptable means of establishing existing grades. However, they are to be referenced on the construction plan where they occur.
- D. The basis of the as-built elevations shall be the same as the design elevations (both proposed and existing flow line or both proposed and existing top of curbs, etc.) when possible.
- E. If a connection to a Wyoming Department of Transportation (WYDOT) road is required, an access permit must be obtained from WYDOT.

611.04.9 Off-Site Design

The design grade, and existing ground at that design grade, of all roadways that dead end due to project phasing, subdivision boundaries, etc. shall be continued, in the same plan and profile as the proposed design, for at least five hundred (500) feet or to its intersection with an existing collector or arterial roadway which ever is less. This limit shall be extended to one thousand (1,000) feet when arterial roadways are being designed.

611.05 INTERSECTION AND DRIVEWAY SIGHT DISTANCES

611.05.1 General

Adequate intersection design necessitates the provision of safe ingress and egress from one street or driveway to the other, based in part on the ability of a driver to see oncoming vehicles or pedestrians. The following guidelines shall be used in the design of intersections, private driveways, and public streets that intersect other traffic carrying facilities.

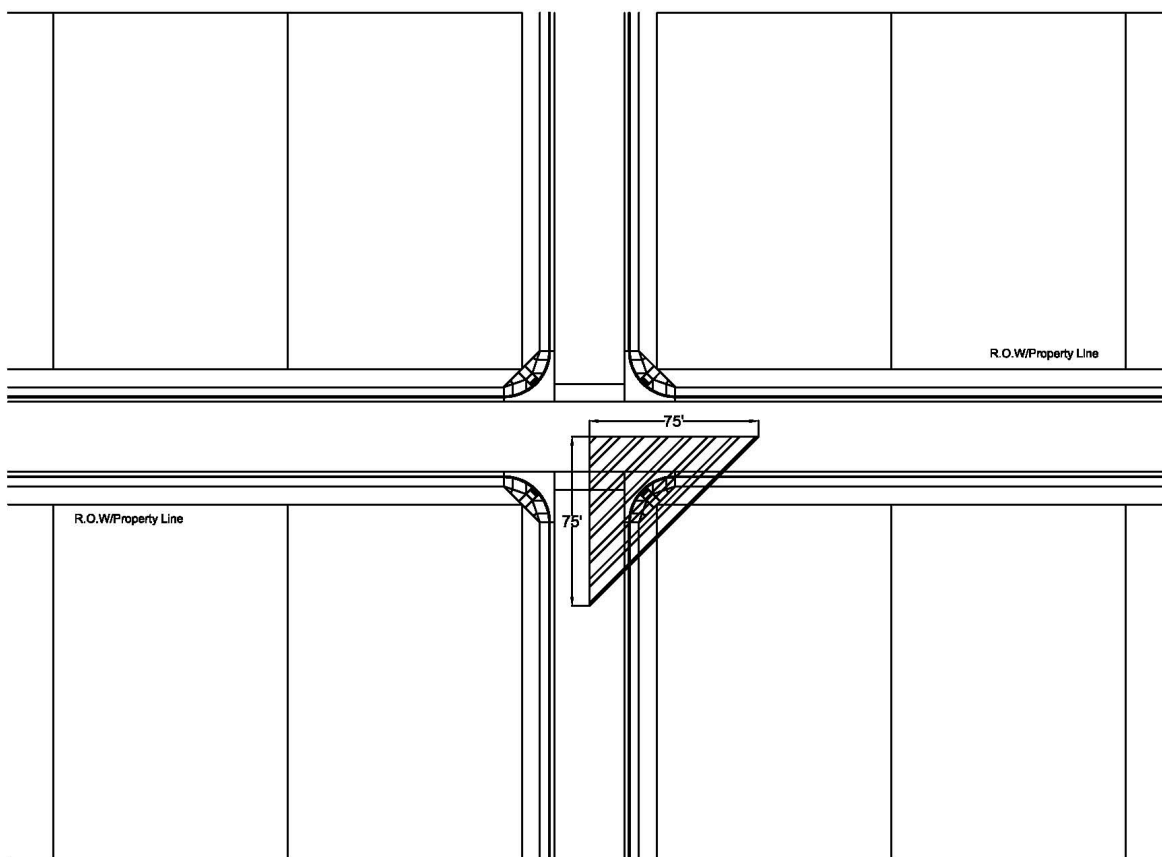
611.05.2 Sight Distance Triangle

At the intersection of two (2) public streets or a private driveway and a public street, sight distance shall be evaluated across a “sight distance triangle” where obstructions are restricted according to the following criteria. Within the area of the triangle there must be no wall, fence, sign, foliage, berming, or other structure, which will obscure the driver’s view of traffic approaching that intersection. The structures or berms within the sight distance triangle can extend no higher than two (2) feet above the curb elevation and no lower than eight (8) feet above the curb. Exceptions to this requirement exist for public facilities such as fire hydrants, utility poles, and traffic control devices. These facilities must be located to minimize visual obstruction. Two (2) types of clear sight triangles are considered based on the functional classification of the street.

611.05.2.1 Local and Local Through Street Sight Triangles

Each quadrant of an intersection should contain a triangular area free of obstructions that might block an approaching driver’s view of potentially conflicting vehicles. The length of the legs of this triangular area, along both intersecting roadways, should be seventy-five feet (75’) measured from the center of the intersection as shown in Figure 611.1.

**Figure 611.1
Sight Triangles**



611.05.2.2 Collector and Arterial Street Sight Triangles

All Collector and Arterial street sight triangles shall be designed in accordance with the latest addition of AASHTO Policy on Geometric Design of Highways and Streets.

611.06 ROADWAY CROWN

611.06.1 Cross Slope

Except at intersections or where superelevation is required, roadways shall have no more than one (1) foot difference in elevation from top of curb to top of curb (or flowline to flowline). Design for new high-type surfaced roadways, such as asphalt or concrete paving, shall have a minimum of two (2) percent to a maximum of two and one-half (2.5) percent cross slope for Local, and Local Through streets and two (2) percent cross slope for Collector and Arterial streets. This cross slope may be increased to three (3) percent for rehabilitation efforts, such as milling and overlaying asphalt surfaces, for Local and Local Through streets. Within one hundred fifty feet (150') of an intersection, the maximum elevation difference between flow lines shall be dictated by the allowable intersection grade and the actual distance between flowlines.

- A. Parabolic or curved crowns are not allowed. In no case shall the pavement cross slope at warped intersections exceed the grade of the through street.

- B. The rate of change in pavement cross slope when warping side streets at intersections shall not exceed one (1) percent every twenty-five (25) feet horizontally on a local/local through roadway, one (1) percent every thirty-seven-and one-half (37.5) feet horizontally on a collector roadway, or one percent (1%) every (56.5) fifty-six and one-half feet horizontally on an arterial roadway.
- C. In the case of conflict caused by requirements of the Storm Drainage Design Section, the drainage requirements shall govern.

6.11.07 SIDEWALKS, CURB AND GUTTER, CURB RAMPS, AND DRIVEWAYS

- A. Roadway typical sections shall be as specified by the City of Gillette Standard Construction Specifications.
- B. Sidewalks and/or bicycle paths shall be constructed as depicted in the typical roadway cross-section details unless specifically deleted by action of the City Council.
- C. Curb ramps shall be constructed in accordance with the City of Gillette Standard Construction Specifications, Design Standards, and ADA requirements.
- D. Drainage structures shall not be placed off the end of curb ramps. Location of curb ramps shall take precedence over location of the drainage structure.
- E. Where curb cuts are allowed based on traffic considerations, concentrated storm water runoff must not be discharged across the sidewalk. These flows must be directed to a sidewalk chase section. If this is not possible due to grading restraints, radius returns, and cross-pan shall be used.
- F. Curb cuts and driveways shall be constructed in accordance with the City of Gillette Standard Construction Specifications.

611.08 CUL-DE-SACS

The following criteria shall be used for cul-de-sac horizontal geometry.

- A. The minimum right-of-way radius shall be sixty (60) feet
- B. The minimum flowline radius shall be forty-eight (48) feet
- C. The minimum width of the street shall be forty (40) feet from back of curb to back of curb.
- D. The length of a cul-de-sac shall be determined by the average number of daily trips made to and from the cul-de-sac. No cul-de-sac shall contain a number of lots that exceeds two hundred (200) average daily trips. The two hundred (200) average daily trips number is derived from the latest edition of the Institute of Transportation Engineers Trip Generation informational report and accompanying handbook.
- E. Vertical alignment shall be in accordance with Section 611.04 of these standards.
- F. Cul-de-sacs are not allowed in commercial and industrial developments unless approved by the City Engineer.
- G. The City Engineer may allow the use of hammerhead designs or other non-standard designs.
- H. The maximum length of a cul-de-sac shall not exceed 1,200 feet from any intersecting street.

611.09 ALLEYS

The following criteria shall be used for alley geometry.

- A. The minimum right-of-way shall be twenty (20) feet.

- B. The minimum width of the paved section shall be sixteen (16) feet in residential areas and twenty (20) feet for commercial and industrial areas.
- C. See alley standard detail 02512-03 for cross sections and additional information.

611.10 AUXILIARY LANES (ACCELERATION AND DECELERATION LANES)

The design of the arterial street system depends upon the proper control of access to developments. The location and design of access points must minimize traffic hazards and interference to through traffic movements. To ensure proper control, the following standards for acceleration and deceleration lanes have been established. The approved traffic impact analysis study or the City Engineer shall establish the need for acceleration and deceleration lanes.

Right and left turn lanes from arterial streets shall have a minimum of one hundred fifty (150) feet of storage length and one hundred fifty (150) feet of transition taper. Additional storage length may be required dependent on the volume of turn movements. At the discretion of the City Engineer, consideration may be given to require longer minimum length of tapers as may be necessary for acceleration lanes.

611.11 STREET LIGHTING

Street lights shall be provided at all arterial street/road intersections and as required on all newly developed and dedicated public streets in the City. In general, street light poles shall not be placed within sidewalk or curb ramps and, at minimum, shall not interfere with the required four (4) foot free width for pedestrian travel as per ADA guidelines.

The land developer shall contact the City's Electrical Division to initiate street light design for any new development during the plan review process. The private developer must provide a copy of the proposed site plan, which will be used for proposed street light layout design. The plan will be returned to the private developer showing all required street lights.

611.12 SIGNING AND STRIPING

Signing/stripping plans of new streets/roads and re-signing/stripping of existing streets/roads necessitated by development shall be submitted as part of the construction plans. All signing/stripping shall be in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) and must be approved by the City Engineer. Depending on the street construction in relation to development build-out, final installation of signage/stripping may not be required prior to opening the street for traffic, as warranted by the City Engineer, but will still be provided to the City.

611.13 DRAINAGE

All streets shall be designed to provide continuous surface drainage directed to storm drain inlets and drainage courses. Grades shall permit flow without ponding. Inlets shall be located to intercept the curb flow at the point flow capacity is exceeded by storm runoff according to the Design Standards, Section 403. Inlets shall also be installed to intercept cross-pavement flows at points of transition in superelevation. Due to the presence of handicap ramps, inlets shall not be allowed in the curb return but shall be located outside the tangent points of the curb returns. Gutter transition sections abutting inlets shall not be within the curb return.

Eight feet (8') wide concrete cross-pans shall normally be installed across those streets at intersections carrying traffic, which must stop. Installation of cross-pans between intersections or across streets carrying through traffic at intersections shall be avoided in all cases. Cross-pans are not permitted across collector or arterial roadways. The use of any cross-pan on arterial roadways where the vertical grade exceeds four and one-half percent (4.5%) will be considered only after all alternatives have been exhausted. Mid block cross-pans are discouraged and must be approved by the City Engineer.

Storm water from concentrated points of discharge shall not be allowed to flow over sidewalks, but shall drain to the roadway or storm inlet by use of chase sections. Sidewalk chase sections shall not be located within a curb cut or driveway. Hydraulic design shall be in accordance with the Design Standards, Section 403. Sidewalk chases will only be allowed where approved by the City Engineer. Sidewalk chases will only be used to allow surface drainage to enter into the street gutter, rather than being used to avoid the use of standard inlet. Sidewalk chase sections shall be constructed in accordance with City of Gillette Design Standards, Standard Drawings.

A check shall be made to be sure of continuity of drainage design between the proposed construction, and existing and/or future construction. In no case shall surface drainage be permitted to be disposed of overland except by approved storm drainage facilities.

ADOPTING ORDINANCE

Gillette, Wyoming, Ordinance No. 4067

Approved by the Gillette City Council August 4, 2025.