

PUBLIC WORKS

RULES & REGULATIONS

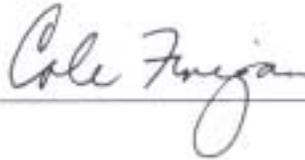
OF THE MANAGER OF THE DEPARTMENT OF PUBLIC WORKS, CITY & COUNTY OF DENVER

Adopted Pursuant to Article II of
the Charter of the City & County of
Denver and Section 2-91 et seq. of
the Revised Municipal Code

Rules and Regulations Governing Item Placement Specifications

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Approved as to form:



Cole Finegan,
Attorney for the City & County of Denver



Approved & Adopted

Guillermo V. Vidal
Manager of Public Works

6/29/04
Effective Date

DEPARTMENT OF PUBLIC WORKS
RULES AND REGULATIONS GOVERNING
ITEM PLACEMENT WITHIN DENVER'S RIGHTS-OF-WAY

The purpose of these Rules and Regulations is to establish standards and procedures to ensure that entities which place Items for private use, on rights-of-way owned by the City and County Of Denver ("City"), have the knowledge, competence, and financial resources needed to maintain the Items and perform the type of work for which they are permitted. These Rules and Regulations are issued under authority of the Manager ("Manager") of Public Works as specified in the Revised Municipal Code of the City and County Of Denver.

All previously issued policy and procedure bulletins dealing with News Racks (Boxes), Express Mail Drop Boxes, Delivery Boxes, Items placement, etc. are hereby rescinded and replaced by these Department of Public Works' Item Placement Specifications effective July 1, 2004.

Additionally, for more details, information, guidelines, standards, and specifications; refer to the following documents and web-site areas:

Public Works Manager's
Details, Specifications, and Standards
Governing Item Placement
On Public Rights-of-Way

City and County of Denver
Department of Public Works
Standards and Details
For
Engineering Division
Volume 1 – Minor Projects

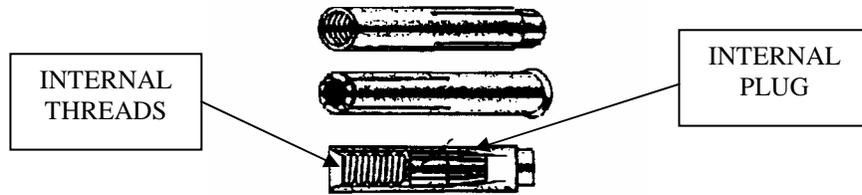
<http://www.denvergov.org>

Department of Engineering Services (DES)
DES – Construction Engineering
DES - Engineering
Doing business
Manuals and Regulations
Public Works Permitting
Standards and Details for Engineering Division,
etc.

I. DEFINITIONS

BOLTS - ANCHOR SPECIFICATIONS

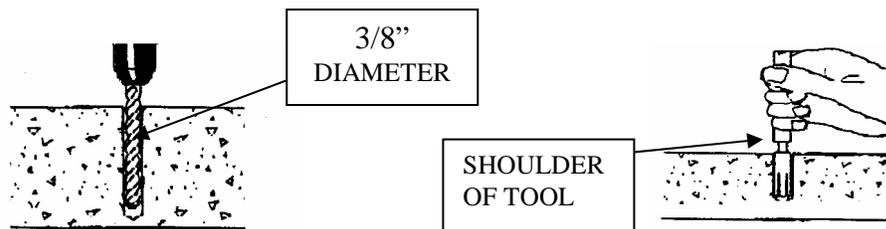
All Items must be anchored to concrete, or a Concrete Pad, which is in compliance with current concrete standards, using a steel drop-in anchor. The steel drop-in anchor is an all steel, machine bolt anchor available in carbon steel and two types of stainless steel.



The steel drop-in anchor is an internally threaded expansion anchor, complete with a pre-assembled integral expander plug. The anchor is expanded with a matching setting tool, designed to protect the internal threads while driving the pre-fitted plug to the end of the anchor. The tapered plug is precisely matched to the internal configuration of the anchor body to develop maximum expansion against the walls of the hole. Each steel anchor has 4 slots on the leading end, which allows it to expand. During installation, as the steel plug is driven into the bottom of the anchor, the steel shell is forced outward in four directions compressing against the walls of the anchor hole.

Installation Procedures

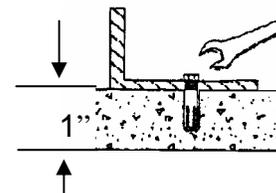
Drill a hole into the concrete to the depth of embedment required. The tolerances of the drill bit should meet the requirements of ANSI Standard B272.75. Do not over-drill the hole. Blow the hole clean of dust and other materials.



Insert the anchor into the hole, and make the top flush with the surface. Using a power awl setting tool, set the anchor by driving the tool into the anchor until the shoulder of the tool is sealed against the anchor.

Anchoring Requirements

Each Item is required to be anchored to the concrete. Use a minimum of two anchors, placed diagonally to each other. The minimum size anchor allowed is 1/4" diameter. The drill bit diameter associated with that anchor is 3/8"; and a minimum depth of 1" must be drilled. The maximum size anchor allowed is 1/2" diameter. In no case will 3/4" or greater holes be allowed in concrete areas or pads on public rights-of-way. All anchors must be placed flush with the surface as stated above. A bolt with a fender washer that resists rusting must be used to anchor the Item. The Engineer must approve variations of this requirement.



...[Ord. 49-509 (6), 49-550.17 (6), etc. for violations]

BOLTS - EXEMPTION

In unique situations, the “Manager” may approve alternative designs to the Bolts – Anchor Specifications, based on the following guidelines. The Permittee requesting an exemption must submit a complete request packet (5 parts below) for each location requested.

1. Manufacturer’s Specification document detailing each of the following:
 - a. empty weight of Item
 - b. Item design, and size dimensions
 - c. Item construction material
2. Amount of additional weight needed (plus the empty weight) to equal 150# Minimum.
Example: Box = 150# Minimum - (73# empty box weight) = 77#
Therefore, 77# is the additional weight needed.
3. Procedures and processes that Permittee intends to use to achieve the 150# Minimum by adding the additional weight needed, that will:
 - a. protect and maintain public safety
 - b. protect and maintain public rights-of-way and existing surfaces surrounding Item from: damage, harm, leakage, messes, pollution, rust, trash, etc.
4. Products to be used for additional weight needed. Typical products contained inside of Item include: poured concrete, bags of cement or sand, etc.
None of these are acceptable materials: concrete blocks or pieces, lead or buckshot, papers, rocks, etc.
5. Exact location requested, from Permit application (available from PWPO) including all of the following:
intersection streets, address and name of nearest business, approximate footage the Item will be away from nearest utility or permitted object on public rights-of-way, etc..

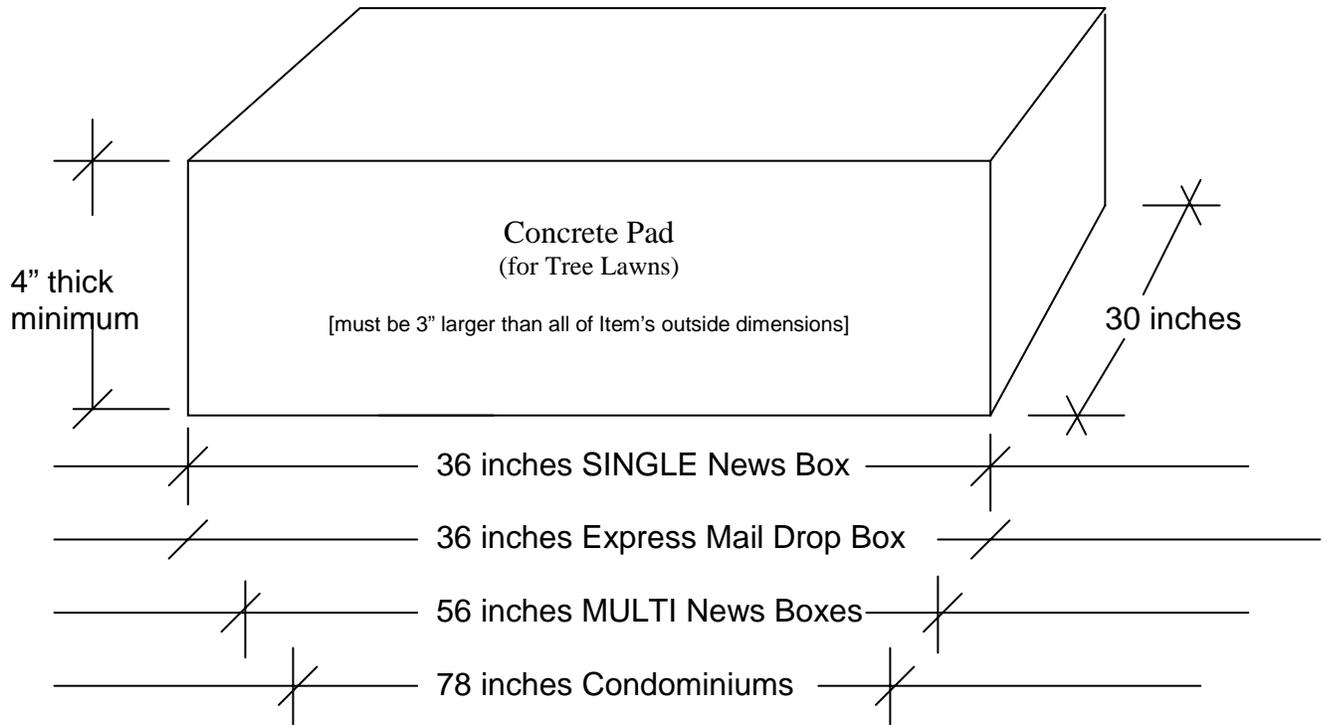
NOTES:

The Permittee is responsible for continuously providing that:

1. The Item is currently Permitted AND Exempt from Bolt – Anchor Specifications.
2. The item remains safe and stable – for the public and the surface upon which it remains, at all times.
3. The Item remains in the exact location approved, at all times.
4. Loose additional weight materials, inside of Items, will NOT be accessible by the public, at any time.
5. The Revokable Exemption Sticker (supplied by PWPO after approval) must remain adjacent to a required identification Label. This sticker signifies that the Item has been approved for Exemption status. These Exemptions and Stickers are Revokable upon determination by the Manager’s designees and/or the expiration of Permits.

...[Ord. 49-509 (6), 49-550.17 (6), etc. for violations]

CONCRETE PAD -



Concrete must meet minimum PW/DES/CE Standards.

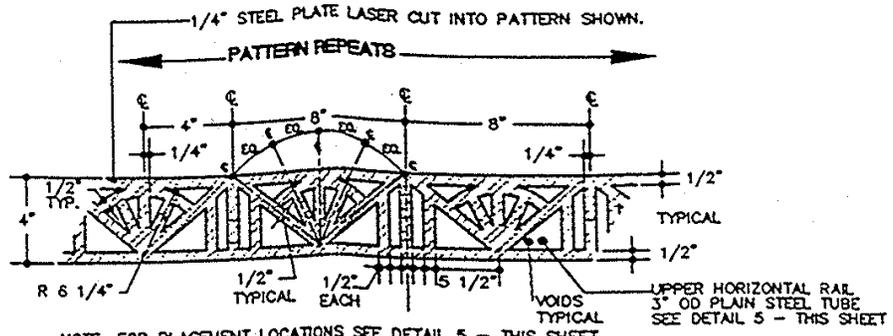
See also Contractors Responsibilities from PW/DES/CE

[Ord. 49-509 (1) (l), 49-509 (2), et. seq.; 49-550.17 (1) (k), 49-550.17 (2), et. seq.; etc. for violations]

CORRALS – Areas on the Right-of-Way enclosed on three sides by a fence or railings for the purpose of controlling the placement of News racks, etc. The side of the corral, farthest from the intersection corner where corral is placed, must be expandable to accommodate potential additional Items as space allows.

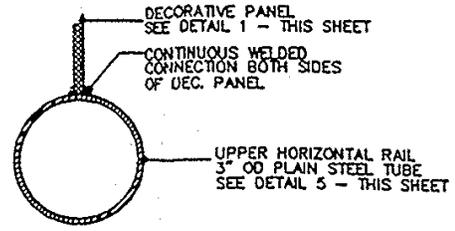
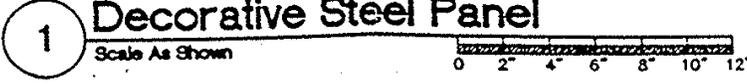
[Ord. 49-504; 49-509; 49-511; 49-550.12; 49-550.17; etc. for definitions and violations]

CORRALS – Specifications. Page 1 of 4; where the side of the corral, farthest from the intersection corner, must be expandable.



NOTE: FOR PLACEMENT LOCATIONS SEE DETAIL 5 - THIS SHEET.
 FOR METHOD OF ATTACHMENT SEE DETAIL 2 - THIS SHEET.

Elevation
Decorative Steel Panel

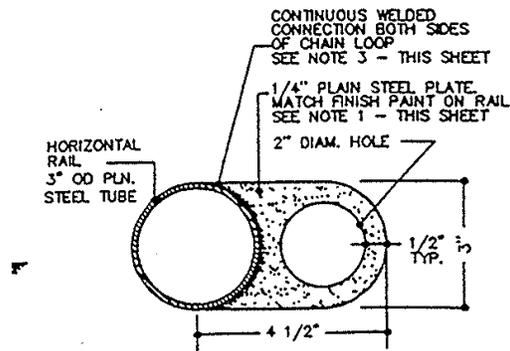


Vertical Section
Decorative Panel Attachment

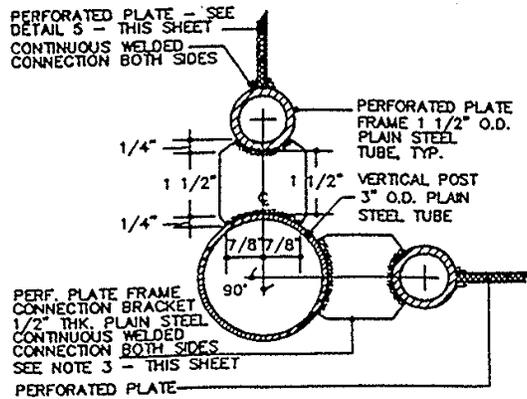


[Ord. 49-504; 49-509; 49-511; 49-550.12; 49-550.17; etc. for definitions and violations]

CORRALS – Specifications. Page 2 of 4; where the side of the corral, farthest from the intersection corner, must be expandable.

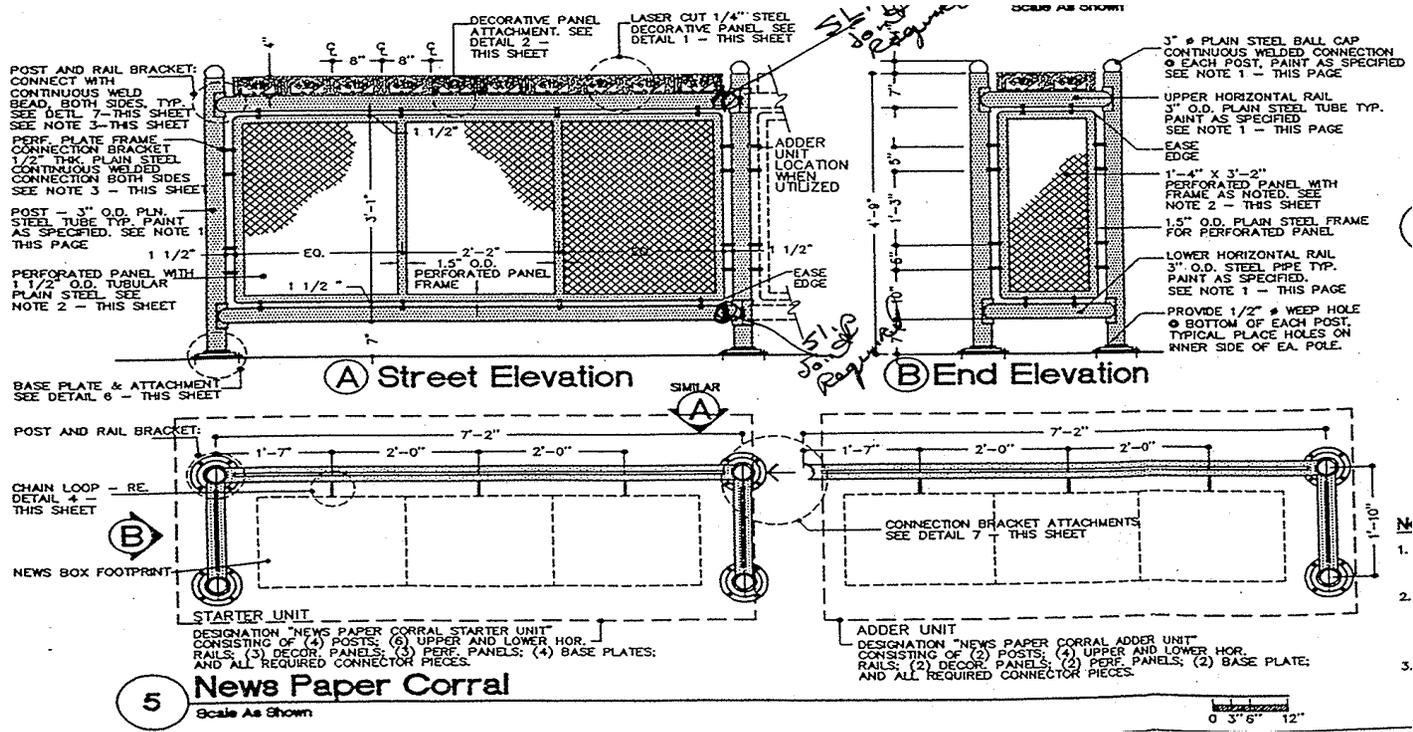


3 Vertical Section Chain Loop
Scale As Shown



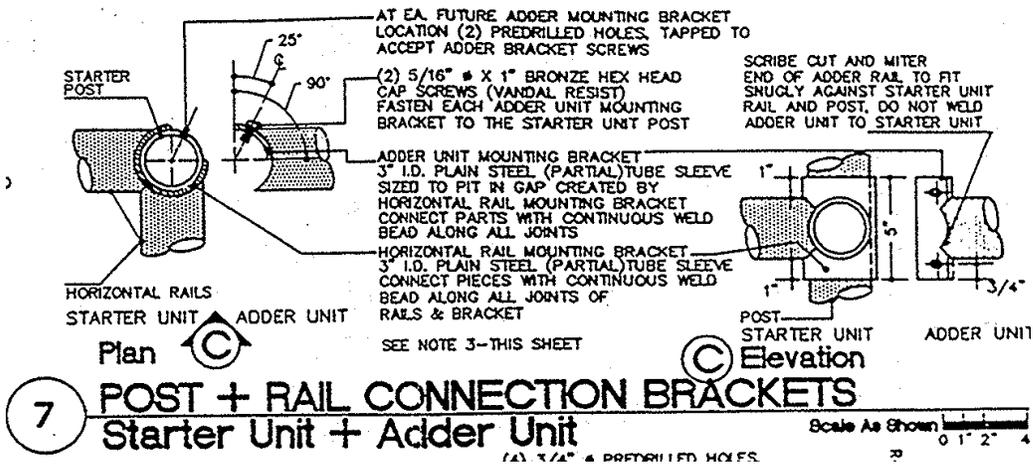
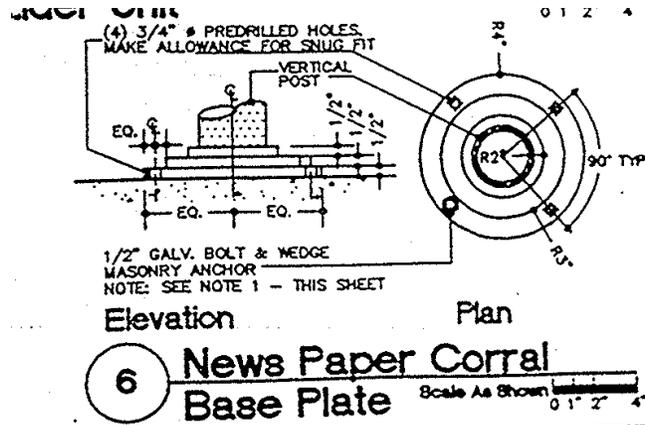
4 Horizontal Section Clamp (Post and Perforated Plate)
Scale As Shown

[Ord. 49-504; 49-509; 49-511; 49-550.12; 49-550.17; etc. for definitions and violations]



[Ord. 49-504; 49-509; 49-511; 49-550.12; 49-550.17; etc. for definitions and violations]

CORRALS – Specifications. Page 4 of 4; where the side of the corral, farthest from the intersection corner, must be expandable.



[Ord. 49-504; 49-509; 49-511; 49-550.12; 49-550.17; etc. for definitions and violations]

ITEMS – include, but are not limited to, all of the following.

Bus Benches,
Bus Shelters and/or Advertising Panels,
Chairs,
Delivery Boxes
Express Mail Drop Boxes,
Kiosks,
News Boxes,
News Racks,
Picnic Furniture,
Railings,
Street Furniture,
Tables,
Trash Containers,
Etc.

OBJECTS –include, but are not limited to, all Items and the following:

Any thing with a cover, lid, or plate;
Drain Chases;
Etc.

[Ord. 49-509 (5); 49-550.17 (5) for violations]

PERMITS – are required for each of the following situations.

1. PRIOR to placing any Items on public rights-of-way.
This includes moving an Item from one location to another.
If the Item is not permitted, it MUST be removed.
{Permits required: News Rack (or Box) Permit; Express Mail Drop Box Permit; etc.}
2. PRIOR to installing concrete or a concrete pad on public rights-of-way.
{Permits required: Construction Permit; Street Occupancy Permit; etc.}
3. PRIOR to replacing broken or damaged concrete on public rights-of-way.
{Permits required: Construction Permit, Street Occupancy Permit, etc.}

Note: Application and Permit requests are NOT considered Permits until ALL phases of the permitting process have been completed in their entirety.

The Person and/or Permittee is responsible for all Items and any associated damages in public rights-of-way caused under the Permit, or through placement, maintenance, and/or removals of such Items.

A written copy each of these permits must be kept on site at all times, during all phases of Item placement, Construction, and/or Street Occupancy.

[Ord.49-505, 49-506, 49-507, 49-508, 49-550.13, 49-550.14, 49-550.15, 49-550.16, etc. for violations]

SIDEWALK, DECORATIVE – For the purposes of this Item section, concrete that is ONLY stamped or colored, is not considered Decorative; as it is under typical engineering standards and specifications.

Decorative Sidewalk materials, whether inlaid or formed, include, but are not limited to, all of the following:

- | | |
|-----------------------------|--------------------|
| Artscape, | Landmarks, |
| Brick, | Masonry, |
| Brick pavers, | Pavers, |
| Custom flatwork or designs, | Special stonework, |
| Flagstone, | Stones, |
| Footings, | Etc. |
| Granite, | |

and Items shall NOT be Bolted on such areas. See Bolts – Exemption, and Corrals.

[Ord. 49-509 (1) (g), 49-550.17 (1) (g), etc. for violations]

VENT COVERS - include, but are not limited to, all of the following:

- Shut-offs,
- Sprinkler Control Systems,
- Etc.

[Ord. 49-509 (1) (g), 49-550.17 (1) (g), etc. for violations]

II. EXPLANATION OF FEES (Sections 49-501 et seq.; 49-550 et seq.; etc.)

NO outstanding debts to City. This includes that the Permittee has no debts owed to the City and County of Denver.

CASH BOND = each Item

This bond is a security- or surety- type bond that covers costs of removal, damage, and/or repairs resulting from placement, maintenance, and/or removal of such Item on public rights-of-way.

GRAFFITI = each Item / each time painted

This may be in addition to ORDER/NOTICE fee.

DISPOSAL = each Item

This is in addition to impound fee.