Utility Coordination Committee (UCC)

Wednesday, January 9, 2019, 9:00 am

Pima County Water & Energy Sustainability Center (WESC), Radon Room
2955 W. Calle Agua Nueva
Tucson, AZ

AGENDA and MINUTES

Attendees: Pricilla Thompson, Tony Miller, Jack Walls, Jeff Krause, David Crockett, Brian Frazier, Morris Reyna, Tim Dinkel, Rick Ellis, Mike Holder, Ellen Alster, Lauren Ortega, Eric Shepp, Evan Canfield, Dave Kay, Francisco Galindo, Lorenzo Hernandez, Beth Abramovitz, Christopher Gin, Bea Paulus, Jose Rodriguez, Wesley Crane, Blanca Espino, John Norton, Sarah Spencer, Frank Mendez, Jasmine Rucker, Bill Hunter, Joseph Godoy, John Lynn, Martin Landin, Alex Popovici, Scott Weber, Marie Light, Kathryn Skinner

1. **Welcome and Introductions**

2. **Pima County RFCD Ordinance 2018-FC1**
   Eric Shepp, Pima County Flood Control
   On December 18, 2018, the Pima County Board of Supervisors approved Ordinance 2018-FC1. The effective date of these regulations is January 18, 2019. The focus and intent of this new process is to more effectively manage impact to RFCD land or infrastructure. Any work impacting District facilities or land will require a Facility Impact Permit as outlined in this Ordinance. This process will either replace a ROW Use Permit or may be in addition to the ROW Use Permit, depending on the extent and scope of the specific project.
   Cost: $150 per application $150 per inspection
   Map of Facility Impact Area was pulled up from the RFCD website. PDF is attached and link is below.

   Link to ordinance:
   http://webcms.pima.gov/UserFiles/Servers/Server_6/File/Government/Flood%20Control/Rules%20and%20Procedures/ord2018-fc1-recorded.pdf

   Link to map:
   http://webcms.pima.gov/UserFiles/Servers/Server_6/File/Government/Flood%20Control/Newsroom/1804%20December/facility_impact_permit_areas.pdf

   Contact for more information: Eric Shepp, RFCD Deputy Director
   Tel: (520) 724-4610
   Email: Eric.Shepp@pima.gov

3. **Pima County RWRD Procedure PN007 – Public Manhole Access Application Process**
   Francisco Galindo, Pima County Regional Wastewater Reclamation
   The Public Manhole Access Form is a no-cost online permit process to be used whenever a manhole will be opened/accessed. There are three levels of permit:
   Type 1 – Visual access only (such as to verify direction of flow)
   Type 2 – Non-physical access allowing only the insertion and removal of tools or equipment

Type 3 – Physical access requiring Confined Space Entry
For Types 1 and 2, the applicant should print the completed application and may then proceed with visual or non-physical access.
Type 3 Access requires minimum two full business days for staff review.

See attached materials for greater detail.

Website for application: https://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=430037

Contact for more information: Francisco Galindo, RWRD Civil Engineering Manager
Tel: (520) 724-6733
Email: Francisco.Galindo@pima.gov

4. **Pima County DOT Draft Landscaping SOP**
Sandi Garrick, Pima County
Draft SOP is attached for review. As per existing code, the Intent remains that landscape and vegetation are to be returned to like or better condition after disturbance from utility work. The SOP is designed to provide clarity on procedure and exhibits for easy reference. Many of the comments from prior reviews of the Draft Landscape Manual have been incorporated into this streamlined document.

Question arose regarding replacement of trees under aerial lines and DOT staff acknowledged that there will be instances in which replacement vegetation will either be of a different type, or different location, depending on the project scope and location.

Questions and comments should be submitted by Friday, January 25, 2019.

Contact for more information: Sandi J. Garrick, Utility & Railroad Liaison
Tel: (520) 734-6710 or 349-2888
Email: Sandi.Garrick@pima.gov

5. **Arizona Corporation Commission Outreach Update**
Sandi Garrick, Pima County
The Arizona Corporation Commission (ACC) is looking to expand outreach through direct communication with stakeholders across the state, including public agencies, organizations, associations, utilities, contractors, design consultants, and others. Initially, the focus of this expanded outreach is for topics related to construction, excavation, and safety, with future topics to be determined. Additionally, the ACC will establish working committees to discuss Best Practices under the scope of the Railroad and Pipeline Safety Division. Please note that future updates will come directly from the ACC, although I am helping to organize initial outreach.

As many individuals as wish to receive general updates from the ACC should be listed on the attached spreadsheet, with only those that would like to be considered for active participation also listed under the committee section.

I am trying to compile the information by this Friday, January 11th, so please take just a moment to send me contact information on the attached spreadsheet. You may have already received this request through APWA or other agency outreach. If you have already responded, please disregard. If not, please send the info to me so as to reduce extra work in the future. Thank you!

Contact for more information: Sandi J. Garrick, Utility & Railroad Liaison
Tel: (520) 734-6710 or 349-2888
Email: Sandi.Garrick@pima.gov

6. **Plan Size**
   Scott Weber, City of Tucson

7. **Railroad Consulting Services**
   Alex Popovici, OG Engineering
   OG Engineering offers consulting services with railroad projects for all phases of the project, from permitting, design, review, and construction. With a background of working directly for UPRR, he has first-hand experience with the process and standards required by UPRR. See attached handout for more information.

   Contact for more information: Alex Popovici
   Tel: (602) 818-3896
   Email: Apopovici@OGEngineeringPro.com

8. **Featured Project Updates**
   a. **Old Nogales Interceptor**
   David Kay, Pima County RWRD
   See attached handout for more info
   Tel: (520) 724-3469
   Email: David.Kay@pima.gov
   b. **Highway Drive Infill**
   Evan Canfield, Pima Country RFCD
   See attached handout for more info
   Tel: (520) 724-4636
   Email: Evan.Canfield@pima.gov

9. **Project Updates:**
   Please see Agency Project Updates handout for project details and contact the agency for questions. Individual Project Managers are listed on the Updates or contact individuals below.
   a. *ADOT – Priscilla Thompson*
   b. *Marana – Brian Frazier/Morris Reyna*
   c. *Oro Valley – Jose Rodriguez*
   d. *PAG – Mike Holder/Rick Ellis*
   e. *PCDOT – Sandi Garrick*
   f. *PCRFCD – Eric Shepp*
   g. *PCRWRD – David Kay/Adam Bliven*
   h. *Sahuarita – Beth Abramovitz*
   Phase 1 construction is starting on two 36" waterlines along Pima Mine Road, from just east of the Santa Cruz River to the I-19 on-ramp. Construction will start from east to west direction with initial phase expected to complete June 30, 2019. Additional phases will continue installation of pipeline for approximately 7 miles along Old Nogales Highway. See handout for more details and contact info.
   i. *Tucson – Blanca Espino*
   j. *Tucson Water – Jignesh Patel/Pat Eisenberg*
   k. *Open Floor – Questions for any agency or utility projects*

10. **Other Business**

a. Tucson Electric Power Ten Year Plan

Agencies would appreciate more input from the Utilities as to their upcoming projects and planning documents. The TEP Ten Year Plan is a high-level start down the path to greater communication to agencies of upcoming utility-driven projects.

b. APWA Luncheon

The next APWA Luncheon will be on January 30th from 11:30 AM to 1:00 PM at Brother John's. Contact Carol Brichta at Carol.Brichta@pima.gov to RSVP and pay in advance. Payment will also be accepted at the door.

11. **Next Meeting** March 13, 2019

Please contact me with future topics or suggestions to make the Regional UCC Meeting as beneficial as possible to all participants. Thank you and Happy New Year! – Sandi G.

ORDINANCE NO. 2018-FC_____

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE PIMA COUNTY FLOOD CONTROL DISTRICT RELATING TO AUTHORIZING IMPACTS TO DISTRICT FACILITIES; CREATING THE PIMA COUNTY FACILITY IMPACT PERMIT ORDINANCE, TITLE 21 OF THE PIMA COUNTY CODE.

The Pima County Flood Control District Board of Directors finds it to be in the best interests of the residents of Pima County that a new procedure for authorizing impacts to District facilities be adopted.

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE FLOOD CONTROL DISTRICT OF PIMA COUNTY, ARIZONA:

SECTION 1. The Pima County Code is amended to add a new Title 21 and Chapter 21.02, as follows:

TITLE 21. PUBLIC LANDS AND FACILITIES

CHAPTER 21.01 COUNTY LANDS AND FACILITIES REGULATIONS - Reserved

CHAPTER 21.02 FLOOD CONTROL DISTRICT LANDS AND FACILITIES REGULATIONS

21.02.010 – Severability

A. This title and the various parts thereof are hereby declared to be severable. Should any section of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any portion thereof other than the section so declared to be unconstitutional or invalid.
B. Where this title conflicts with or overlaps with any other ordinance or regulation, easement, covenant or deed restriction, whichever imposes the more stringent restriction shall prevail.

21.02.020 - Definitions.

For purposes of this Chapter, the following definitions shall apply:

A. “Applicant” means any person, firm, partnership, association, corporation, or any agent of any such person or group, or the State of Arizona or a political subdivision of the State, proposing an activity that will impact a District Facility. When permit applications are for public capital improvement projects, the applicant is the jurisdiction, agency or public utility responsible for the capital improvement. The responsible party shall be considered the applicant even if a contractor is hired to perform the actual work.
B. “cfs” means cubic feet per second.
C. "Chief Engineer" means the Pima County Regional Flood Control District Chief Engineer appointed by the Pima County Flood Control District Board of Directors.
D. “District" means the Pima County Regional Flood Control District.
E. “District Facility” means any of the following (i) any land owned by the District, or in which the District has a real property interest, (ii) District Structures, and (iii) any and all lands, drainage ways and structures for which the District has maintenance responsibility. A map identifying District Facilities shall be kept by the Chief Engineer and shall be made available to all interested parties.
F. “District Structures” – District Structures means conveyances constructed or maintained by the District, such as (i) channels or storm drains, (iii) structures for flood control such as soil cement bank protection, levees, grade controls, detention and recharge basins, and (iii) associated improvements such as river parks, access roads, etc.
G. “District Lands” means property owned by the District or in which the District has a Real Property Interest, but for which District Structures are not present, including restoration areas and properties that have been dedicated to the District, purchased by the District, or in which the District has a Real Property Interest.
H. “Drainage Way” means a designated area to convey and manage flood waters whether on property owned in fee title by the District, property in which the District has a Real Property Interest, or property maintained by the District. Drainage ways may be either natural or constructed.
I. “Facility Impact Permit” means a permit issued by the District which authorizes an impact, either temporary or permanent, to a District Facility for a proposed third party use.

21.02.030 – Facility Impact Permit Requirements

A. Scope. These rules and regulations are implemented by the District for the purpose of managing impacts of third party uses to a District Facility and shall prevail over and supersede any previous District policy or procedure in conflict therewith. A map of District Facilities shall be kept by the Chief Engineer and shall be made available to all interested parties.
B. Written Authorization Required. Pursuant to ARS §48-3615(D), there is strict liability for damages by any person, firm, partnership, association, corporation, or any agent of any such person or group, or the State of Arizona or a political subdivision of the State, who damages or interferes with a facility that is owned, operated or otherwise under the jurisdiction of the District without written authorization.
C. Issuance of Permit. Any District Facility that the Chief Engineer has determined to be available for secondary or temporary uses, in addition to the District’s primary use, may be permitted for use by any person in accordance with the rules and regulations contained herein, as follows:
    1. Upon finding that the proposed disturbance or impact does not otherwise interfere with the health, safety and welfare of the general public, the Chief Engineer may issue a Facility

Impact Permit, specifying that all such work shall be done in the manner specified in this Chapter.

2. A use allowed by a Facility Impact Permit shall not conflict or interfere with the drainage or conservation values of the District Facility, except as specified in the approved permit.

D. Real Property Interest Required. Applicant may not proceed with any use permitted pursuant to this Chapter until Applicant has obtained a real property interest in the affected real property allowing the intended access and use. For property where the District has the legal right to grant all requested access and use, a permit issued under this chapter that explicitly grants the requested access and use will satisfy the real property interest requirement. The interest must be current. Expired or superseded interests are not acceptable demonstrations of property interest.

E. Application. All Applicants shall obtain written permission from the Chief Engineer by applying for a Facility Impact Permit on a form provided by the District.

21.02.040 Permit – Exemptions

A. A Facility Impact Permit shall not be required for any authorized use, improvement, or disturbance to a District Facility that existed prior to the adoption of these regulations. Routine maintenance associated with existing uses and improvements will not require a permit. At the time of replacement, expansion, upgrade of an existing use or improvement, or repairs associated with damage due to flooding, erosion, or channel migration, a Facility Impact Permit is required. Emergency repairs of utilities to restore service do not require a Facility Impact Permit. However, more permanent repairs to the utility may require a Facility Impact Permit.

B. A Facility Impact Permit shall not be required for passive uses that cause minimal disturbance, as determined by the Chief Engineer, such as hiking, horseback riding, etc. that are compatible with the natural environment. The creation of new disturbances for these activities is not exempt.

C. A Facility Impact Permit shall not be required for projects authorized and funded in whole or in part by the District.

21.02.050 – Application Submittal Requirement – Type of Use

The type, duration and location of a proposed impact will determine the amount of information needed to support an application for a Facility Impact Permit. Use categories and submittal requirements are described as follows:

A. Tier 1 - Temporary impact with minimal disturbance of District Facilities. This use is temporary with minimal disturbance, including temporary ingress/egress to another parcel using existing roads, access for purposes of survey, non-invasive cultural or biological surveys or scientific research projects, land stewardship activities such as removal of invasive species by hand or chemical methods, installing native plants by hand or hand placement of rock structures to mitigate erosion, or other similar uses. The submittal requirements for a Tier 1impact include:

1. Project description. The application shall include the name and contact number of the proposed user, the scope of use, site plan, and a timeframe or schedule of the proposed activities.
2. Insurance. As required, pursuant to 21.02.090.
3. Permit Fees. There is no fee for a Tier 1 Facility Impact Permit.

4. Where special circumstances necessitate more detailed information, the applicant shall furnish any other information deemed necessary for review of public safety and floodplain management requirements, as determined by the Chief Engineer.

B. Tier 2 - Long-term or permanent impact with minimal disturbance of District Facilities. Examples of this type of use would include permanent ingress/egress to another parcel, large-scale ecosystem restoration, removal of invasive species using heavy equipment, or other similar uses. The submittal requirements for a Tier 2 impact include:
   1. Project description. The application shall include the name and contact number of the proposed user, the scope of use, a site plan and timeframe or schedule of proposed activities.
   2. Mitigation. The application shall include a plan for restoring any areas temporarily impacted to pre-disturbance conditions, as necessary.
   3. Insurance. As required, pursuant to 21.02.090.
   4. Permit Fees. There is no fee for a Tier 2 Facility Impact Permit; however applicant shall pay for all costs associated with establishment of a license agreement or permanent easement.
   5. Where special circumstances necessitate more detailed information, the applicant shall furnish any other information deemed necessary for review of public safety and floodplain management requirements, as determined by the Chief Engineer.

C. Tier 3 - Limited disturbance of District Facilities. Examples of this type of impact include utility line or private storm drain construction that impact unimproved minor watercourses (less than 2000 cfs), or the temporary stockpiling of material on District Lands. The submittal requirements for a Tier 3 impact include:
   1. Project description. The application shall include the name and contact number of the proposed user, the scope of use, and a site plan. The following additional information is required for utilities and storm drains:
      a. A complete set of construction drawings that show construction in compliance with District standards and specifications. Initial concept plans may be submitted to the District to avoid major revisions to final construction drawings.
      b. A discussion regarding alternatives that avoid impacting District Lands,
      c. A description of the methods used to minimize the impact, if not avoidable.
      d. An assessment of the need for permits required pursuant to Section 402 or 404 of the Clean Water Act and Section 408 of the Rivers and Harbors Act. Provide a copy of these documents and a Stormwater Pollution Prevention Plan, if applicable.
      e. The plan for mitigation of any disturbance, if required.
   2. Mitigation. The application shall include a plan for restoring any areas temporarily impacted to pre-disturbance conditions, as necessary.
   3. Insurance. As required, pursuant to 21.02.090.
   4. Permit Fees. The fee shall be determined pursuant to 21.02.120 which covers the cost of application review, permit issuance, and inspections. Additional costs associated with establishment of a license agreement or permanent easement, if necessary, may also be required.
   5. Posting of Bond – A bond shall be posted pursuant to 21.02.100.
   6. Where special circumstances necessitate more detailed information, the applicant shall furnish any other information deemed necessary for review of public safety and floodplain management requirements, as determined by the Chief Engineer.

D. Tier 4 - Disturbance of a District Facility. Examples of this type of impact include any impact to a District Facility associated with a major watercourse with base flood peak discharges greater than 2,000 cfs, any impact to a District Structure, including planting or paving, the construction or modification of any District Structures, or significant disturbance of District Lands. The submittal requirements for a Tier 4 impact include:
   1. Project description. The application shall include the name and contact number of the proposed user, the scope of use, and a site plan. The following additional information is required:
      a. A complete set of construction drawings that show construction in compliance with District standards and specifications,
      b. A discussion regarding alternatives that avoid impacting the District Facility,
      c. A description of the methods used to minimize the impact, if not avoidable.
      d. An assessment of the need for permits required pursuant to Section 402 or 404 of the Clean Water Act and Section 408 of the Rivers and Harbors Act. Provide a copy of these documents and a Stormwater Pollution Prevention Plan, if applicable.
      e. The plan for mitigation of any disturbance, if required.
   2. Mitigation. The application shall include a plan for restoring any areas temporarily impacted to pre-disturbance conditions, as necessary.
   3. Insurance. As required, pursuant to 21.02.090.
   4. Permit Fees. The fee shall be determined pursuant to 21.02.120 which covers the cost of application review, permit issuance, and inspections. Additional costs associated with establishment of a license agreement or permanent easement, if necessary, may also be required.
   5. Posting of Bond – A bond shall be posted pursuant to 21.02.100.
   6. Where special circumstances necessitate more detailed information, the applicant shall furnish any other information deemed necessary for review of public safety and floodplain management requirements, as determined by the Chief Engineer.

21.02.060 – General Permit Conditions – Type of Impact

The following minimum conditions shall apply based on the type of disturbance or impact proposed. The Chief Engineer may provide additional specific conditions, as needed to ensure the health, safety, and welfare of the general public and the use, functionality, and integrity of the District Facility:

A. Tier 1 impacts are temporary and minimal. As such, the following conditions apply:
   1. Intentional ground disturbance or construction activity, including earthmoving, road grading, blading, leveling, or vegetation removal are prohibited. Invasive species removal as described in Section 21.02.050.A is exempt from this prohibition. Temporal impacts, such as creation of tire tracks, is considered incidental to the activity unless determined by the inspector to be excessive.
   2. Vegetation trimming may be allowed if required to meet the intent of the proposed impact.
   3. Any disturbance identified during the final inspection shall be mitigated by the permittee.
B. Tier 2 impacts are permanent but minimal. As such the following conditions apply:
   1. Unpermitted ground disturbance or construction activity, including earthmoving, road grading, blading, leveling, or vegetation removal are prohibited. Invasive species removal as described in Section 21.02.050.B is exempt from this prohibition. Temporal impacts,

such as creation of tire tracks, is considered incidental to the activity unless determined by the inspector to be excessive.
2. Vegetation trimming may be allowed if required to meet the intent of the proposed impact.
3. Any disturbance identified during either the initial or periodic inspection shall be mitigated by the permittee.

C. Tier 3 impacts are on minor watercourses, District Lands, natural drainage ways, and are limited in extent. As such, the following conditions apply:
1. The proposed impact shall be constructed in accordance with the Facility Impact Permit and the associated construction plans. Any deviation from the plan that impacts the District Facility shall require written authorization by the District prior to construction.
2. The permittee shall call the District for inspection at the milestones identified on the Facility Impact Permit.
3. The applicant shall comply with the provisions of Section 21.02.110.
4. As-built plans of the authorized activity shall be submitted to the District within 30 days of project completion, which may include material certifications and engineer of record inspection documentation.

D. Tier 4 impacts are on any major watercourses, any impact to District Structures, and include construction of structures that the District will maintain. As such, the following conditions apply:
1. The proposed impact shall be constructed in accordance with the Facility Impact Permit and the associated construction plans. Any deviation from the plan that impacts the District Facility shall require written authorization by the District prior to construction.
2. The permittee shall call the District for inspection at the milestones identified on the Facility Impact Permit.
3. The Applicant shall comply with provisions of Section 21.02.110.
4. As-built plans of the authorized activity shall be submitted to the District within 30 days of project completion, which may include material certifications and engineer of record inspection documentation.

21.02.070 – Special Conditions

Depending on the type and complexity of a proposed impact on a District Facility, the following special conditions may be included on the Facility Impact Permit:

A. Pre-construction meetings
B. Special mix designs
C. Shop drawings
D. Third party materials testing
E. Material certifications
F. Specific inspection milestones, including final walkthrough inspection

21.02.080 – Inspections

The District may perform inspections at any time without prior notification. In order to ensure compliance with the Facility Impact Permit, the on-going protection of the health, safety and welfare of the general public, and to verify that additional or unauthorized damage or interference to the District Facility has not occurred, the District shall perform an inspection at the following milestones:

A. Tier 1 impacts. Within 30 days after completion of the proposed use of the property, the District shall perform a final inspection.
B. Tier 2 impacts. The District shall perform an inspection within 30 days after initial establishment of the impact, and periodically thereafter.
C. Tier 3 impacts. The District shall perform inspections pursuant to the milestones established in the Facility Impact Permit. It is the responsibility of the permittee to request inspections upon reaching each milestone. The District shall perform a final inspection upon completion of construction in order to verify compliance with terms and conditions of the permit.
D. Tier 4 impacts. The District shall perform inspections pursuant to the milestones established in the Facility Impact Permit. It is the responsibility of the permittee to request inspections upon reaching each milestone. The District shall perform a final inspection upon completion of construction in order to verify compliance with terms and conditions of the permit.

21.02.090 – Insurance Requirement

Insurance requirements shall be determined by the Pima County Department of Finance and Risk Management, Risk Management Division. No evidence of liability insurance is necessary for federal, state, county, or municipal agencies, political subdivision or other public service corporation with a net worth of more than $1,000,000 as reflected on its most current balance sheet.

21.02.100 – Posting of Bond

An applicant may at the time of application for a Facility Impact Permit, be required to post a performance bond for one hundred percent of the cost of the work impacting the District Facility. A cash bond or its equivalent, equal in value to one hundred percent of the work impacting the District Facility, may be substituted for a performance bond. This bond or its substitute will be held until the work has been completed and has been accepted by the District. An applicant may be exempted from posting bond with the approval of the Chief Engineer. Posting bond is not required for activities covered by an assurance agreement required pursuant to Arizona Revised Statutes Section 11-821(C).

21.02.110 - Liability and Project Site Requirements

A. The permittee assumes the responsibility and all liability for any injury or damage to any person or property caused by or arising from the impact authorized by the Facility Impact Permit. The permittee shall indemnify, defend and hold harmless the District and Pima County, its officers, departments, employees and agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands or damages of any kind or nature arising out of the exercise of the permit which are attributed to any act or omission of the applicant, its agents, employees or anyone acting under its direction, control or on its behalf. In the event suit shall be brought and the District or Pima County is named as a defendant, all costs for counsel, either house counsel or retained counsel, and any other court costs associated with defending itself shall be paid by the applicant.
B. Where work is performed in a drainage way, drainage easement or designated floodplain, the permittee shall not at any time obstruct or diminish in any manner the ability of the drainage way, drainage easement or designated floodplain to convey or pass stormwater except as allowed in the Facility Impact Permit. All existing District Structures damaged or removed

shall be replaced immediately to the satisfaction of the Chief Engineer or authorized representative at no cost to the District or Pima County.

C. All work shall occur in a manner that is least destructive to existing public improvements and natural resources and shall be completed in the shortest possible timeframe, at no cost to the District, as directed by the Chief Engineer or authorized representative. Permittee shall notify the District representative noted on the Facility Impact Permit at least forty-eight hours prior to starting work. Once the work has begun it shall continue in a timely manner until completion with no significant gaps in the time between execution of the various phases of the work. In the case of an emergency requiring immediate work impacting a District Facility, the permittee shall make a diligent effort to contact the District prior to commencement of work. Such emergency work shall be halted upon issuance of a stop work order by the Chief Engineer. Emergency work shall not continue beyond twenty-four hours during the normal workweek or the next full work day following a weekend or holiday without the issuance of a written permit.

D. If the work performed or materials used by the permittee for repair or reconstruction of a District Facility under the Facility Impact Permit fails to pass final inspection, the permittee shall remove defective improvements and replace with improvements that meet specifications under the approved plan within the timeframe specified by written notice from the Chief Engineer or authorized representative. Facilities such as utilities that are abandoned or found to be defective may remain in place, at the discretion of the Chief Engineer.

E. The permittee shall not allow any condition to exist in connection with the exercise of the permit which would be a hazard or source of danger to the general public. If the work presents or becomes a hazard to the general public, the District may take immediate corrective action to protect public health and safety or as otherwise allowed by law. The District may bill the permittee for the full cost incurred for such corrective action.

F. The permittee shall be responsible for verifying the location of all underground utilities in accordance with the Blue Stake laws prior to the commencement of any excavation and shall protect said utilities from damage.

G. All work shall be accomplished in accordance with applicable requirements of the Pima County Code, including Floodplain Management Ordinance, Grading Ordinance, Channel Design Standards Manual, and any other applicable engineering details, standards or specifications of the District and Pima County. With the exception of plans prepared by public service corporations that are subject to federal and state regulations concerning safety and design, all work shall be performed in accordance with plans prepared by a professional engineer.

H. The permittee or his representative shall keep a copy of the Facility Impact Permit and make it available to the District upon request.

I. If at any time, the District Facility, or any portion thereof, occupied and used by the permittee in accordance with the Facility Impact Permit is needed or required by the District or County, the permittee, upon receipt of notice shall, at no cost to the District or County, remove, relocate, or abandon in place all property belonging to the permittee, unless other arrangements are agreed to by the Chief Engineer.

J. In the event the applicant does not repair the District Facility to the conditions set forth by the Chief Engineer or authorized representative after a thirty-day notice of any deficiencies, the applicant by the acceptance of a permit agrees to be responsible for all costs of completing such repair, and in the event suit is necessary, agrees to be responsible for all costs of collection including but not limited to court costs and attorney's fees.

K. Applicant is placed on notice that the District may not own the particular property or property rights for which the permit is issued. Applicant assumes all liability resulting from any defect to the title of the land and no warranty of title to the underlying land is expressed or implied.

21.02.120 - Fees.
Pertinent charges for the above required permit and for meeting the conditions of the permit, as well as fines applied to the applicant due to violations of the permit requirements, shall be set forth by a fee schedule approved by the Board of Directors for the Flood Control District and amended from time to time. A copy of the fee schedule is on file at the District's office and website.

21.02.130 - Violation—Penalty.
A. Any person, contractor, utility company or corporation violating any of the provisions of this chapter are subject to civil penalties or other legal action as provided by pertinent state statutes, including but not limited to ARS Sections 48-3615.01. The procedures set forth in Sections 16.64.020 and 16.64.070 of the Pima County Code also apply to notice and abatement of violations of this chapter.
B. In addition to any penalties that occur during the compliance enforcement process, any impact that has occurred prior to issuance of a Facility Impact Permit, except as provided for emergency work in 21.02.110.C, shall require payment of double the permit fee.

SECTION 2. The fee schedule referenced in new Pima County Code Section 21.02.120 is approved as shown in Exhibit A.

SECTION 3. The various Pima County and Pima County Flood Control District officers and employees are hereby authorized and directed to perform all acts necessary or desirable to give effect to this ordinance.

PASSED AND ADOPTED this _____day of_____, 2018 by the Pima County Flood Control District Board of Directors, Pima County, Arizona.

ATTEST:

BOARD OF DIRECTORS OF THE PIMA COUNTY FLOOD CONTROL DISTRICT

_____

Julie Castañeda
Clerk of the Board

_____

Richard Elías, Chairman

Recommended to the Board:

_____

Suzanne Shields, Director
Pima County Flood Control District

Approved as to form:

_____

Deputy County Attorney for the District

EXHIBIT A

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT
FACILITY IMPACT PERMIT FEE SCHEDULE

Application Fee:

Tier 1 and Tier 2 Impacts: No Fee
Tier 3 and Tier 4 Impacts: $150

Inspection Fee:

Tier 1 and Tier 2 Impacts: No Fee
Tier 3 and Tier 4 Impacts: $150/per inspection

Materials Testing:

Cost of County materials testing laboratory (can be completed by independent testing laboratory with no fee applied)

Property Rights:

Determined separately by Real Property

PIMA COUNTY
WASTEWATER RECLAMATION

Department Procedure

Procedure Number:	PN0074
Responsible Division:	Technical Services & Engineering
Effective Date:	July 1, 2018
Date of Next Review:	June 30, 2020

Approved: Jackson Jenkins, Director

SUBJECT: Public Manhole Access Application Process

I. PURPOSE

A. The purpose of this procedure is to establish a Regional Wastewater Reclamation Department (RWRD) on-line application process for outside customers to request access into the sanitary sewerage conveyance system. In order to gain access into the sanitary sewerage conveyance system, customers must apply for an online permit through the County's website. Permits are issued on a de facto basis, meaning that the application serves as the permit. RWRD reserves the right to revoke de facto access permits for any reason.

II. DEFINITIONS

A. **Manhole**: A manhole is a structure used to access the underground sewer conveyance system for inspection and maintenance purposes.

B. **Access:** For purposes of this procedure, there are three types of access:

Type 1. Visual Access only – Physical entry into the sewer manholes is not authorized. No human body part or tools may be inserted beneath the rim of the manhole.

Type 2. Non-Physical Access of the public sanitary sewer system to allow only the insertion and removal of tools or equipment below the rim of the manhole cover. No human body part may break the plane of the manhole cover rim.

Type 3. Physical Access and Entry into the public sanitary sewer system. This access involves a human or human body part being inserted beneath the rim of the manhole, which is classified as a Permit Confined Space entry. This type of access requires compliance with all federal, state and local regulations regarding entries into such spaces.

III. PROCEDURE

A. **Online Application Process**

1. Outside customers who wish to gain access into the sanitary sewerage conveyance system are able to do so through an online application process. Customers can go to the link Public Manhole Access Application to complete the online application.
2. Permission for access to the applicant is granted de facto through the online application process and can be revoked at any time by RWRD.
3. The online application must be completed in full and submitted by email to Pima County RWRD at RWRDSewerAccessApplications@pima.gov or by using the submit button at the bottom of the form. The applicant will receive an automated confirmation e-mail which will serve as their approval.

4. The applicant must print a copy of the completed submission to have on-site when accessing the public sewer. For type 3 access only, the applicant will be required to wait at least two (2) full business days before proceeding with access.
5. The applicant's e-mail submission will be routed to designated staff members.
6. RWRD staff are not required to be on site; however, every person included on the internal group e-mail list is responsible for making specific arrangements with the applicant to be on site during the access if they deem it appropriate given the nature or location of the access requested.
7. If for any reason it is deemed appropriate to revoke the access, the revoking person will notify the applicant and also communicate the revocation to everyone on the group e-mail distribution list shown below.
8. The e-mail distribution list for RWRDSewerAccessApplications@pima.gov contains the following contacts:

- Eric Wieduwilt
- Sereta Monier-Ward
- Laura Arnold
- Michelle Sigler
- Michelle Varner
- Joe Siva
- Ira Bellinger
- Lisa Soto
- Bronwen Barry
- Carol Johnson
- Irene Barriga
- Lorenzo Hernandez
- Eric Olson
- Tim Rowe
- Jon Simms
- Adam Bliven
- David Badger
- Shawn Tillson
- George O'Hagin
- Arturo Aguillon
- Eddie Robles
- Julio Soto-Ortega
- Antonio Reyes
- Derek Harrington
- Jessica McGullam
- Jennifer Imes
- Ben Fyock
- Kenneth Welch
- Peter Mulvey

PIMA COUNTY

Public Manhole Access Application

In order to gain access into the sanitary sewerage conveyance system, authorization is required from the Regional Wastewater Reclamation Department.

Permission is issued on a de facto basis, and Pima County reserves the right to revoke permission at any time. The application must be completed in full and submitted to Pima County Regional Wastewater Reclamation Department at RWRDSewerAccessApplications@pima.gov.

The email submission will notify designated staff of your request and no further action is required to proceed with access unless contacted by Pima County staff (except for Type 3 Access which will require the applicant to wait two full business days before proceeding with access). Please print a copy of the completed application to have on-site when accessing the public sewer.

Required fields indicated by: *.

MANHOLE APPLICATION FORM

CONTACT DETAILS

Name of Employee that will be in Responsible Charge on-site during the access of the Sanitary Sewer.

Name: *

Address: * City: *

State: * Arizona Zip code: *

Phone: *

Email: *

Name of Applicant Firm or Government Agency: *

Purpose of the Permit: *

PERMIT DETAILS

Specific Performance Time Period. (Access by the Applicant either before or after the stated time period shall constitute a violation of this Regional Wastewater Reclamation Department Directive). For Type 3 Access only, the activation date cannot be any sooner than two full business days from the date of application to allow for staff review.

Permit Activation Date: *

Permit Termination Date: *

Permit is for: *

O **Type 1 Access**– Visual access of the public sanitary sewer system only. (Physical entry into the public sanitary sewer system by employee of the applicant is not authorized).

O **Type 2 Access**– Non-Physical Access of the public sanitary sewer system to allow only the insertion and removal of tools or equipment below the rim of the manhole cover. No human body part may break the plane of the manhole cover rim. The tools or equipment to be inserted in the manhole are identified as follows:

Location of:

Street Address: * City: *

State: * Arizona Zip code: *

Access Point:

Manhole Identification Number: *

Manhole Identification Number:

Manhole Identification Number:

Major Cross Streets: *

Right of Way Access: The Permitee is responsible for the jurisdiction's Right of Way use permit, all traffic control and safety compliance measures necessary to protect the public and employees, and any other permits required to perform the work.

In the event of dropped equipment or notification of an incident in the field, please contact RWRD at (520) 724-6500. For Emergencies call 911.

Certifications

Applicant certifies, by signature below, that when this permit is marked for "Physical Access and Entry" above, then the employees that are to perform the work (including the physical entry) shall:

1. Be properly equipped with industry-standard confined-space entry safety equipment and atmospheric monitoring equipment suitable for a hazardous sanitary sewer environment.
2. Have been trained in and will employ OSHA confined-space entry safety procedures (29 CFR §1910.146 or successor provisions).

Permit Conditions

1. Upon request, applicant will provide RWRD with a copy of the written confined space entry procedures that will govern the confined space entry and/or the training records of the individuals that will physically perform the confined space entry.
2. The applicant will indemnify, defend, and hold harmless Pima County, its officers, departments, employees, and agents from and against any and all suits, actions, legal or administrative proceedings, claims, demands, or damages of any kind or nature which result from any act or omission of applicant, its agents, employees, or anyone acting under its direction, control, or on its behalf unless due solely to county negligence.
3. The Sanitary Sewer Access Permit shall neither constitute nor replace the Confined Space Entry Permit that the applicant must issue, in accordance with the applicant's written confined space entry procedures as required for OSHA compliance, at the site of and at the time of the physical confined space entry.

SIGNATURE

By electronic submission of this permit application, I hereby certify that all of the information I have provided is true and correct, that I am duly authorized to submit this application on behalf of the permit applicant, and that the permit applicant will fully comply with all conditions of the permit.

*By(Name): * Date:

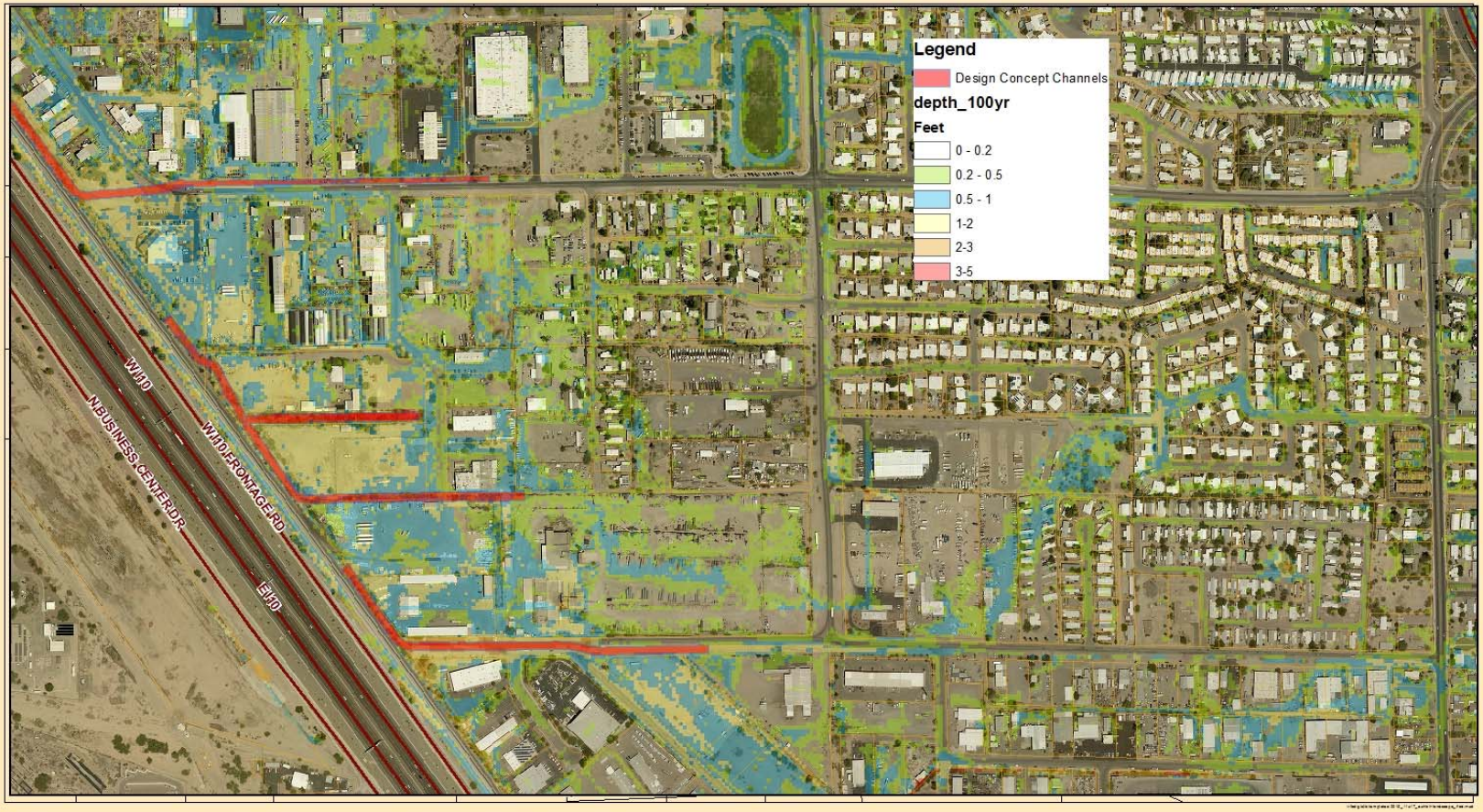
Security Measure

Pima County Regional Flood Control

Utility Projects Update

Highway Drive Infill Drainage Design

Evan Canfield



PIMA COUNTY
FLOOD CONTROL

Pima County Regional Flood Control District
201 N. Stone Ave - 9th Floor
Tucson, Arizona 85701-1797
(520) 724-4600, FAX: (520) 724-4621
http://www.rfcd.pima.gov

Highway Drive Infill - South

Streets

1 inch = 300 feet

0 75 150 300 450 600 Feet

Date:

The information depicted on this display is the result of digital analyses performed on a variety of databases provided and maintained by several governmental agencies. The accuracy of the information presented is limited to the collective accuracy of these databases on the date of the analysis. The Pima County Regional Flood Control District makes no claims regarding the accuracy of the information depicted herein.

This product is subject to the GIS Division Disclaimer and Use Restrictions.

Project Number: NA

Project Name: Highway Drive Infill

Project Manager: Evan Canfield and Janice Hughes

Design Start/Finish: NA

Percent complete: NA

Utility Relocation Due Date: NA

Construction NTP/Finish: 2025?

Current Status:

Identifying Utility Constraints (June, 2019)

Next Submittal Package:

Estim. Date:

- In initial phases of identifying utility conflicts associated with Design Concept for an Infill Incentives Area
- Data provided in electronic spatial format would be appreciated

Pima County RWRD
Utility Projects Update

January 2019

Project Number: 3ASC15

Project Name: Old Nogales Interceptor

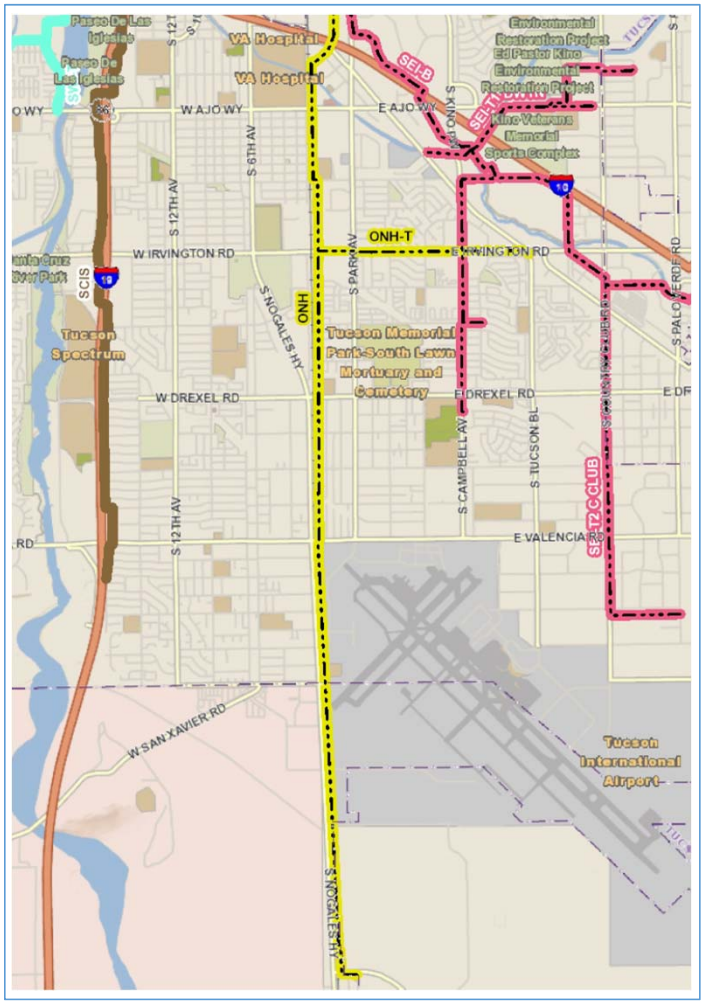
Project Manager: David Kay

Design Finish: Spring 2020 Percent complete: <60%

Utility Relocation Due Date: Not set.

Construction NTP: Fiscal 20/21 (likely summer).

Current Status:

- **3 phases – 1 and 3 complete. Phase 2 in design.**
- **Phase 2 design stalled due to UPRR conflicts.**
- **Phase 2 will be approx. 7 miles of new sewer.**
- **Project total: 14 miles**

Next Submittal Package and Estim. Date: Pending UPRR