

Memorandum

*Making Conservation
a California Way of Life*

To: DEPUTY DISTRICT DIRECTORS, DESIGN
DEPUTY DISTRICT DIRECTORS, TRAFFIC OPERATIONS
DEPUTY DISTRICT DIRECTORS, MAINTENANCE

Date: July 1, 2020

From: JANICE BENTON, Chief 
Division of Design

Subject: **INTERIM GUIDANCE REGARDING INCORPORATING OVERHEAD UTILITY
INFORMATION ON CONTRACT PLANS**

In March 2020, the Project Development Procedures Manual (PDPM) Chapter 17 added guidance on incorporating overhead utility information on contract plans. This guidance memo provides clarifications to the applicability and implementation of the overhead utilities provision in Chapter 17 of the PDPM. Effectively immediately, the following provisions amend Chapter 17 of the PDPM.

Projects Exempt from Locating and Providing Overhead Utility Information

The following categories of projects are exempt from providing overhead utility information on contract plans:

1. HM preservation projects working within the existing features of the roadway and touching no more than 0.15' of the pavement.
2. Projects only involving adjusting guard rails to grade with posts in the same holes that do not require excavation.
3. Projects that do not have overhead utilities that cross the centerline of the State highway/transportation facility.

Overhead Utility Information on Plans

The following section provides guidance on options for including overhead utility information on plans for non-exempt projects:

1. Only overhead utilities that cross the centerline of the State highway/transportation facility must be identified on the plans.
2. For projects that do not have utility and layout sheets, the location of the overhead line may be noted on a typical cross section, construction detail, landscaping, or other appropriate plan sheets, except the title sheet.
3. Overhead utility information may be provided as a note or in a table on the plans without creating new utility or layout sheets. The note or table must include the following information:

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- The location of the overhead line in post miles to the nearest 100th of a mile, or if the project has a station line, to the nearest ½ station (50 feet), where the overhead line crosses the centerline of the transportation facility.
 - The type of utility, such as electric, telephone, etc.
 - The approximate skew of the overhead line (at the centerline of the facility facing either direction (perpendicular is a 0-degree skew, clockwise is a positive skew, and counterclockwise is a negative skew).
4. The utility information may be obtained from a web-mapping service (e.g., Google Earth or equivalent), as-built plans, the Caltrans Utility Database (CUD), field observation, or aerial photos, without conducting surveys.
 5. Overhead utility information may be gathered without conducting utility verification.
 6. The utility owner and the utility voltage does not need to be listed, unless the information is readily available from other sources (e.g., as-builts or other projects).

The above interim guidance is effective until the PDPM is updated. For any questions, please contact Tina Lucas, Chief, Office of Project Support, at <tina.lucas@dot.ca.gov>.

c:

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