

## Minor Work, Routine Maintenance and Emergency Repair Permits

Definition of “minor work, routine maintenance and emergency repair” as it pertains to annual work permits issued by VTrans to utility owners, and their authorized contractors to perform minor work, routine maintenance, and emergency repairs on aerial utility plants within the state highway rights-of-way.

Every year, generally in the month of December, VTrans receives requests from utility owners for their annual twelve-month calendar permit to work within the state highway rights-of-way to perform minor work, routine maintenance, and repair work. These requests vary widely in work definition, scope, and expectations of the work to be allowed. In fairness to all owners and to establish uniform permitting criteria, VTrans herein defines the work functions which will be allowed under annual utility maintenance and emergency repair permits issued by the Chief of Permitting Services as follows:

### Emergency Repair

- Unscheduled emergency repair work generally resulting from weather storm damage, equipment failure, accidents, and other unanticipated causes where it is critical to restore/maintain distribution operating systems for the safety, health, and welfare of the public. If emergency repairs are to be made within limited access highways (i.e., Interstates, US 2 west of St. Johnsbury, US 4 west of Rutland, US 7 south of Manchester, etc.), the permit holder is required to contact the appropriate District Transportation Office as well as the State Police prior to beginning work.

### Minor Work and Routine Maintenance

- Routine maintenance and upgrade of existing customer service connections to also include street light replacements, voltage checks, fuse/insulator replacements, pole attachment adjustments, transformer upgrades, switches, power supplies, and replacement of existing anchors and attachments
- Direct pole replacements under emergency work for addressing traffic accidents, storm damage and hazard (condition) elimination
- New customer service connections from existing poles (or direct pole replacements) including underground services where no underground road crossings are involved
- All line upgrades and scheduled replacements
- All new pole attachments by both the pole owner and utility companies holding pole occupancy leases
- Installation, maintenance and repair of telecommunications repeaters and gatekeepers and Advanced Metering Infrastructure (AMI)/Smart Power Communications and Grid Automation Equipment
- Line clearing within existing utility pole corridors to include overhead trimming and flat brush cutting
- Direct pole transfers

### Work **not covered** by Minor Work, Routine Maintenance and Emergency Repair Permit

Types of work not covered under annual permits and requiring project specific permits to work within the state highway rights of way include, but are not necessarily limited to, the following activities:

- All new construction, with the exception of what is described herein as permitted
- All work associated with the relocation and/or adjustment of existing utility facilities to accommodate VTrans projects
- All other planned utility pole replacements, upgrades, or extensions
- All crossings of limited access highways
- All buried cable installations running parallel with the highway
- All service connections requiring new pole sets and/or jacking, or directional drilling, sleeves under the highway
- In general, any work within the state highway rights-of-way or use of the highway rights-of-way to access utility facilities located on abutting easements not covered by issued permits for routine maintenance work