

# Successful Utility Relocation

## Working Toward Better Utility Coordination

Each year hundreds of cities, county, state and interstate road improvement projects require the identification and relocation of utilities. Coordination of these utility relocations among public agencies, utility owners and construction contractors has been a growing concern. Lack of effective coordination may result in incomplete construction plans, project letting and construction delays and additional costs. Many public agencies have asked: "How can we work better with utility companies to ensure relocation in a safe and timely manner?" This brochure is intended for use by public agencies and utility companies when considering utility relocations as part of a construction project. It outlines utility company and public agency responsibilities and identifies other resources available.

## Work by Utility Companies

Utility companies want to work with public agencies during the project design and relocation process. These partnership efforts will help save time and money. Minnesota Statutes, Chapter 216D, require utility companies to provide the location of their underground facilities for design and construction of projects. Utility companies must also provide the following:

- Utility maps of existing in- and out-of-service facilities.
- A utility project coordinator.
- Relocation plans and schedules along with cost estimates when applicable.
- Adherence to "Notice and Orders" and to utility relocation schedules.
- Attendance at pre-letting, pre-construction and on-site meetings.

## Public Agencies Cooperate On Utility Relocation

Coordination and cooperation during utility relocation is essential to a project's success. A public agency should consider the following steps when utility relocation is required:

### IDENTIFICATION

- Call Gopher State One Call at 1-800-252-1166 for underground utility "Design Locate" information.
- Perform a visual inspection of the project area for above-ground utilities.
- Review existing permits and maps.
- Perform Sub-surface Utility
- Engineering (SUE) to precisely locate existing facilities.

### COORDINATION

- Allow time for utility relocation planning, design and right-of-way acquisition.
- Submit preliminary plans to utility companies showing in-place utilities.
- Supply to utility companies existing and proposed right-of-way information.
- Provide contacts to utilities for design and right-of-way activities.
- Request information on recorded and unrecorded easements.
- Coordinate construction activities.

### VERIFICATION

- According to Minnesota Statutes, Chapter 216D, utility information must be verified no more than 90 days prior to completion of final plans. At that point, the designer should submit plans to the utility asking them to verify existing utility conditions. (This does not replace the need for early coordination.)

## PLAN INFORMATION

- Always include utility information in construction plans. Construction plans should contain a plan view and a tabulation showing the general location, size and type of in-place utilities, existing and proposed right of way, effect (i.e., adjust, relocate or leave as is) and cross sections as needed.

## Schedule Relocation Early

The earlier a utility company is brought into the design aspects of a construction project, the sooner relocation can occur. The following information identifies estimated relocation lead times. To establish a more concrete time schedule, a public agency should contact the utility company and ask, “How long will it take to relocate your facility?”

## ELECTRIC TRANSMISSION LINES

- Standard wood transmission line with no new right-of-way = 9 months
- Standard wood transmission line with new right-of-way = 12 months
- Steel or non-standard wood transmission line with new right-of-way and potential condemnation, customized or specially designed structures, long lead times for material fabrication and/or power outage planning = 18 months

## ELECTRIC DISTRIBUTION LINES

Overhead and underground distribution lines

- Up to 0.5 mile = 3 months
- 0.5 to 1.0 mile = 4 months
- 1.0 to 4.0 mile = 9 months
- Underground duct line = 9 months

## GAS TRANSMISSION LINES

- All lines = 6 to 18 months

## GAS DISTRIBUTION LINES

- Up to 0.5 mile = 3 months
- 0.5 to 1.0 mile = 4 months

## PHONE, CABLE, FIBER OPTIC

Relocation of these facilities depends on the utility company’s ability to obtain the necessary materials to complete the relocation work.

- All lines = 3 to 12 months

## For more information about:

- Utilities on trunk highways:  
contact the Mn/DOT Utility Engineer at (651) 366-4668 or [Marilyn.Remer@state.mn.us](mailto:Marilyn.Remer@state.mn.us).
- Utility relocation within a city limit:  
contact the League of Minnesota Cities at (651) 281-1200 or <http://www.lmnc.org/>.
- Utility relocation within the county road system:  
contact the Minnesota County Engineers Association. Access a list of officers and committees on the MCEA Web site at <http://www.mncountyengineers.org/>.
- Call the appropriate utility for questions associated with specific utilities.

[www.dot.state.mn.us/utility/](http://www.dot.state.mn.us/utility/)

Updated 05/08/2007

