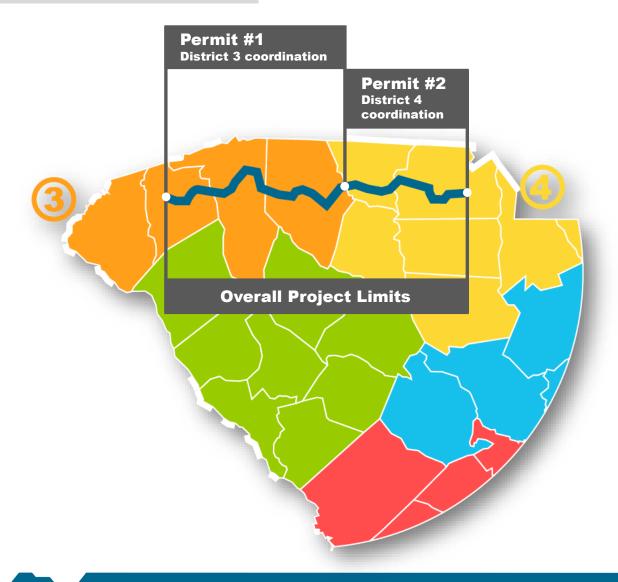
Multi-County, Same-District, Fiber Optic Broadband Encroachment Application Help Guide



What is the Multi-County, Same-District, Fiber Optic Broadband Encroachment Permit?

The Multi-County, Same-District, Fiber Optic Broadband (FOB) encroachment permit is available as an option for applicants wishing to construct longer segments of fiber optic broadband cable that spans multiple Counties within the same District along SCDOT's Right-Of-Way, without the need for multiple permits.

The FOB permit is restricted to one District, regardless of the total project distance. If the project limits continue into neighboring Districts, the applicant will be responsible for obtaining FOB permits for each District. For the purposes of permitting, the project limits for each permit should end and begin at the District line along the route.

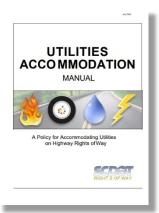


When should I choose the FOB permit over SCDOT's standard Utility Permits?

The FOB permit is intended only for the purposes of running *Fiber Optic Broadband* cable; and only for distances that span *multiple Counties* within the *same District*.

Standard cable television, telephone, and other types of communications, should continue to use SCDOT's "Communications (Cable TV, Telephone, & Other)" utility encroachment permit. The FOB permit is not intended for standard communications utilities wishing to install multiple utility poles or installation locations in multiple Counties. These utility types should continue to obtain permits for each individual location.

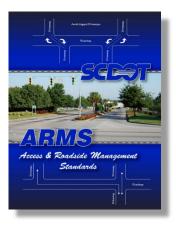
What information should I reference when preparing my application?



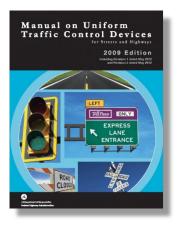
Utility
Accommodations
Manual,
Chapters 6 & 13



Supplemental Technical Specification for Seeding, SC-M-810-3



Access and Roadside Management Standards



Manual on Uniform Traffic Control Devices

Before you apply.

Coordination with the District Permit Engineer (DPE) **before** the application is submitted is strongly encouraged. If the project will continue into neighboring Districts, coordination with all DPE's will be necessary.

By setting up a preliminary meeting, the DPE's will be able to communicate any problematic areas along the projected work route, provide you with useful information when submitting your application, and outline any local ordinances that you'll be required to adhere to.

Refer to the Appendix section of this document for a contact map of each District.

Encroachment Permit Processing System (EPPS)

Application submission, review, and final permitting will be facilitated through the Department's Encroachment Permit Processing System (EPPS).

To obtain an EPPS account:

- Navigate to: https://www.scdot.org/business/permits.aspx
- 2. Near the bottom of the page, click the "Request an Account" button.

Once you've obtained an EPPS account, navigate to the above website and click the "**Login**" button.

Besides an Encroachment Permit, does SCDOT require anything else to perform work?

Yes. In order to perform any utility work within SCDOT Rights-Of-Way, you will need to be able to provide proof of either:

- Federal Communications Commission (FCC) license, or
- Certificate of Public Convenience from the South Carolina Public Service Commission

Application preparation.

After you have met with the DPE and are ready to submit your application within EPPS, please ensure that you provide as much detail and information as possible in the "Type of Encroachment" and "Description of Location" fields of the application.

"Type of Encroachment"

On the application, in the **Type of Encroachment** field, provide the approximate distance in feet and miles of the work to be covered in this permit. If work will continue into a neighboring District, an additional overall plan should be included that will show work covered under this permit as well as the overall project distance. Also include a brief description of the methods used to perform the work. Where the work begins, select this as your **Primary County**.

The description should be formatted as such:

Permit application for construction and maintenance of Fiber Optic line along state roads in [COUNTY NAME], [COUNTY NAME], and [COUNTY NAME] within District [##]. Total underground [and/or] aerial to be placed under this permit is [###] feet or [##.##] miles. Proposed boring method includes: [BRIEF DESCRIPTION OF BORING METHOD INCLUDING TYPE AND DEPTH]. Trench via hand-dig [IF APPLICABLE]. Aerial construction will maintain an 18-feet height minimum to top of asphalt [IF APPLICABLE].

EXAMPLE:

		•
Primary County:	Pickens	SCDOT Street Finder Map

1. Type of Encroachment:

Multi-County, Same-District, Fiber Optic Broadband

Permit application for construction and maintenance of Fiber Optic line along state roads in Pickens County, Greenville County, and Spartanburg County within District 3. Total underground and aerial to be placed is 283,536 feet or 53.7 miles. Proposed boring method includes: HDD bore using a 2-inch HDPE conduit casing at a minimum of 4-foot depth. Trench via hand-dig. Aerial construction will maintain an 18-feet height minimum to top of asphalt.

"Description of Location"

On the application, in the **Description of Location** field, describe the beginning work point of the planned distance for that District, and then continue to list the road names and route numbers of the planned route. The description should also include the distance covered under this permit. If work will continue into a neighboring District, an additional overall plan should be included that will show work covered under this permit as well as the overall project distance.

The description should be formatted as such:

Beginning work location is approximately [INTERSECTION OR LOCATION FROM NEAREST INTERSECTION]; and working along [LIST OF ROADS TO BE ENCROACHED UPON]; ending at approximately [INTERSECTION OR LOCATION FROM NEAREST INTERSECTION].

Note: if the work continues into a neighboring District, provide the ending location as the point at the County/District line where this permit ends and the accompanying permit would begin.

EXAMPLE:

2. Description of Location:

Beginning work location is approximately the NE corner of Jewell St (SC-8) and Farris Bridge Rd (SC-183) in Pickens County; and working along Farris Bridge Rd (SC-183) through Pickens County, into Greenville County, N onto Pete Hollis Blvd (SC-183) in Greenville County, E onto Rutherford St (S-24-200) in Greenville County, onto W Stone Ave (US-276) in Greenville County, E onto E Stone Ave (US-276) in Greenville County, N onto Wade Hampton Blvd (US 29) in Greenville County, ending at the intersection of Warren H Abernathy Hwy (US 29) and S Blackstock Rd (S-24-41) in Spartanburg County.

(Attach sketch indicating roadway features such as: pavement width, shoulder width, sidewalk and curb and gutter location, significant drainage structure, north arrow, right of way width, and location of the proposed encroachment with respect to the roadway centerlines and the nearest intersecting road on the State system.)

Before you submit.

Be sure to communicate with the DPE and agree on an overall work route before you submit your application or plan sheets in EPPS.

Provide detailed information for both Underground and Overhead encroachments at *all locations* within the Right-Of-Way.

Refer to the Appendix for helpful checklists.

Underground Encroachment Plan Details to include.

- Right-Of-Way and Controlled Access areas.
- 2. Size of each Bore Pit.
- 3. All applicable MUTCD plan sheets for traffic control and closures. Only MUTCD and SCDOT standards may be used for traffic control.
- 4. Cable size, type of cable, and encasement type.
- 5. Refer to Chapter 6 of the Utility Accommodations Manual and ensure the depth for the chosen cable type is acceptable.
- 6. Underground method of installation.
- 7. Distances between any bridge piles and footings.
- 8. Properly color coded telecom and fiber technology lines.
- 9. Distance from the Fiber Optic line to the edge of existing pavement.
- 10. Overlash details, where applicable.
- 11. Replacement plan for any vegetation removed (refer to SCDOT Supplemental Technical Specification for Seeding, SC-M-810-3).

Overhead Encroachment Plan Details to include.

- 1. Cross-sectional view of the aerial line showing the 18-foot minimum height over the roadway section has been met.
- 2. Right-Of-Way and Controlled Access areas.
- 3. Explanation of the method by which the line will be strung (rolling road block, time of day, equipment to be used, etc).
- 4. All applicable MUTCD plan sheets for traffic control and closures. Only MUTCD and SCDOT standards may be used for traffic control.

Pole Attachments.

If the Fiber Optic lines are being attached to an existing overhead power pole, please provide documentation that a pole attachment is allowed via:

- Pole attachment agreement or a letter/ email from the owner of the poles, or
- Proof that the applicant is the owner of the power pole and permission is not needed.

This should be done for each pole attachment along your planned work route

Additional notes.

- Bridge Attachments will need to be coordinated with the District Bridge Office; and will need to be attached via new conduit or pulled through existing conduit.
- 2. Communicate all work progress, before and after start, with each county permit manager/RME.
- 3. Per the provisions of the Encroachment Permit, provide monthly progress reports to the District Permit office.
- 4. Once the work has been completed, provide redlined, as-built drawings to the DPE.
- 5. All drainage structures must be indicated on the plan and profile sheets. Dimension all minimum horizontal and vertical separation requirements.
- 6. Cables/conduits shall not be placed above any drainage structure.

Useful Information.

Appendix items.

- 1. District Permit Engineer map (page 9)
- 2. Supplemental Technical Specification for Seeding, SC-M-810-3 (pages 10 12)
- 3. Checklist for Underground Encroachment Plan Details (page 13)
- 4. Checklist for Overhead Encroachment Plan Details (page 14)
- 5. Creating an Application (page 15)

Resource links.

Utility Accommodations Manual

https://www.scdot.org/business/pdf/rightofway/Utility-Accommodation-Manua-2020a.pdf

Supplemental Technical Specification for Seeding, SC-M-810-3 (full document)

https://www.scdot.org/business/technicalPDFs/supTechSpecs/SC-M-810-3-Prev.pdf

Access and Roadside Management Standards

https://www.scdot.org/business/accessmanagement.aspx

Manual on Uniform Traffic Control Devices

https://www.scdot.org/business/traffic-controldevices.aspx

APPENDIX

DISTRICT 3

252 South Pleasantburg Drive Greenville, SC 29607 (864)241-1010

Ben Olson OlsonBG@scdot.org Jason Cisson CissonJS@scdot.org

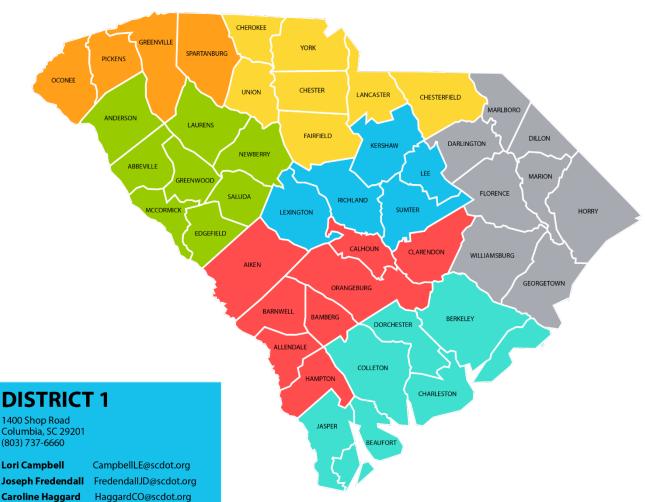
DISTRICT 4

1232 J.A. Cochran Bypass Chester, SC 29706 (803) 377-4155

David Gamble GambleDD@scdot.org **Allison Love** LoveAC@scdot.org

3018 E. Palmetto Street Florence, SC 29501 (843) 661-4710

Raleigh Ward WardRO@scdot.org



Caroline Haggard

DISTRICT 2

510 W. Alexander Avenue Greenwood, SC 29646 (864) 227-6971

Billy Lybrand LybrandJW@scdot.org BalentinDR@scdot.org **Ryan Balentine**

DISTRICT 7

1724 Charleston Hwy Orangeburg, SC 29115 (803) 531-6850

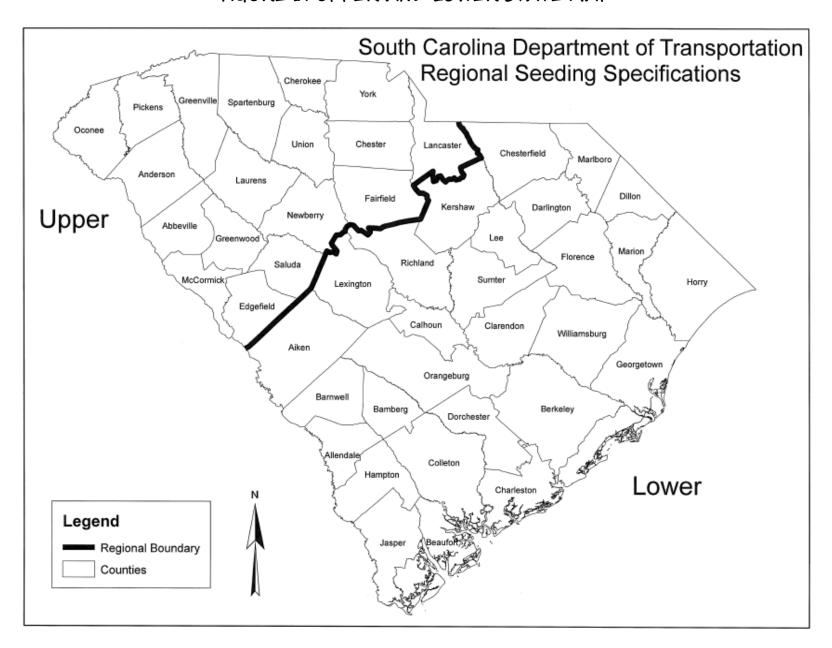
Kevin Webber WebberKL@scdot.org **David Brandyburg** BrandybuDA@scdot.org

DISTRICT 6

6355 Fain Boulevard **Building A** North Charleston, SC 29406 (843) 740-1665

JuLeigh Fleming FlemingJB@scdot.org **Wade Grooms** GroomsRW@scdot.org

FIGURE 1: UPPER AND LOWER STATE MAP



July 1, 2015

TABLE 1: PERRENIALS * Months shaded in gray represent applicable planting dates.

	567411041	455561/55	PLANTING	D. 41171110	Planting Dates*											
COMMON NAME ⁶	BOTANICAL NAME	APPROVED SITE(S)	RATE (lbs/acre)	PLANTING LOCATION	NAF	FEB	MAR	APR	YAM	NUL	JUL	AUG	SEP	тэо	NON	DEC
TURF-TYPE GRASSES (SEL	ECT ONE)															
Bahiagrass ¹	Paspalum notatum	Shoulders, Slopes, or Medians	30	Upper State Lower State												
Common Bermudagrass ² (hulled = hull absent)	Cynodon dactylon	Shoulders, Slopes, or Medians	50	Upper State Lower State												
Common Bermudagrass ² (unhulled = hull present)	Cynodon dactylon	Shoulders, Slopes, or Medians	60	Upper State Lower State												
Carpet Grass / Centipedegrass Combo	Axonopus affinis Eremochloa ophiuroides	Shoulders, Slopes or Medians	15 10	Upper State Lower State												
Tall Fescue (KY-31) ³	Festuca arundinacea	Shoulders, Slopes, or Medians	75	Upper State Lower State												
GRASSES																
Weeping Lovegrass	Erograstis curvula	Slopes	10	Upper State Lower State												
Indiangrass	Sorghastrum nutans	Slopes	10	Upper State Lower State												
Little Bluestem	Andropogon scoparius	Slopes	10	Upper State Lower State												
Coastal Panicgrass	Panicum amarum	Slopes	20	Upper State Lower State												
Switchgrass	Panicum virgatum	Slopes	10	Upper State Lower State												
Perennial Rye Grass⁴	Lolium perrene	Shoulders, Slopes, or Medians	15	Upper State Lower State												
Virginia Wild Rye	Elymus virginicus	Shoulders, Slopes, or Medians	6	Upper State Lower State												
LEGUMES⁴																
White Clover	Trifolium repens	Shoulders, Slopes, or Medians	5	Upper State Lower State												
Crownvetch	Coronilla varia	Slopes	25	Upper State Lower State												
Sericea Lespedeza (Scarified seed)	Lespedeza cuneata	Slopes	50	Upper State Lower State												
Sericea Lespedeza (Unscarified seed)	Lespedeza cuneata	Slopes	80	Upper State Lower State												

¹Bahiagrass: Use at discretion of RCE based on project location.

²Common Bermudagrass: <u>Do not use Giant Bermudagrass (NK-37).</u>
³Tall Fescue (KY-31): <u>Do not use Tall Fescue (Lolium arundinacea).</u>

⁴Perennial Rye Grass: <u>Do not use Annual Italian Rye grass (Lolium multiforum).</u>

^{*} Months shaded in gray represent applicable planting dates.

⁵Only use pre-inoculated legumes or use an appropriate inoculant with the seed at plant

⁶If Common Name of seed is not available, use seed with the listed Botanical Name.

TABLE 2: ANNUALS * Months shaded in gray represent applicable planting dates.

		NURSE TEMP Planting Dates*												
COMMON NAME ⁵	BOTANICAL NAME	APPROVED SITE(S)	APPROVED CROP COVER PLANTING LOCATION A RATE (lbs/acre) (lbs/acre)					SEP	ост	NOV	DEC			
Crimson Clover ¹	Trifolium incarnatum	Shoulders, Slopes, or Medians	20	20	Upper State Lower State									
Lespedeza ¹ Kobe / Korean	Lespedeza striata / stipulacea	Shoulders, Slopes	15 60 Upper State Lower State											
Browntop Millet ²	Panicum ramosum	Shoulders, Slopes, or Medians	10	40	Upper State Lower State									
German Millet ² (Foxtail Millet)	Setaria italica	Shoulders, Slopes, or Medians	10	40	Upper State Lower State									
Japanese Millet ²	Echinochloa crusgalli	Slopes	10	50	Upper State Lower State									
Oats	Avena sativa	Slopes	40	110	Upper State Lower State									
Hairy Vetch ¹	Vicia villosa	Slopes	15	50	Upper State Lower State									
Pearl Millet	Pennisetum glaucum	Slopes	15	50	Upper State Lower State									
Sudangrass	Sorghum bicolor	Slopes, Buffers	20	60	Upper State Lower State									
Barley	Hordeum vulgare	Slopes	55	110	Upper State Lower State									
Wheat⁴	Triticum spp.	Slopes, Buffers	35	110	Upper State Lower State									
Rye Grain ^{3,4}	Secale cereale	Shoulders, Slopes, or Medians	40	110	Upper State Lower State									

¹Only use pre-inoculated legumes or an appropriate inoculant with the seed at planting.

July 1, 2015 Page 11

^{*} Months shaded in gray represent applicable planting dates.

² Mow Millet (no lower than 3 inches) once it reaches a height of 18 - 24 inches or at the discretion of the RCE to reduce competitiveness with permanent vegetation.

³Rye Grain: <u>Do not use Annual Italian Rye Grass (Lolium multiforum).</u>

⁴ Mow Wheat and Rye Grain (no lower than 3 inches) once they reach a height of 18 - 24 inches or at the discretion of the RCE to reduce competitiveness with permanent vegetation.

⁵ If the Common Name of the seed listed is not available, use seed with the listed Botanical Name. Do not use Wild Bird, Wild Animal, or Domestic Feed Seed.

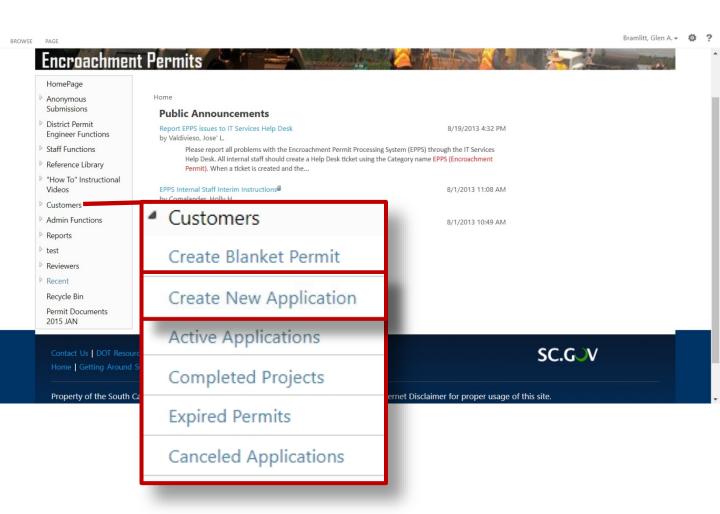
Underground Encroachments

Right-Of-Way and Controlled Access areas.
Size of each Bore Pit.
All applicable MUTCD plan sheets for traffic control and closures. Only MUTCD and SCDOT standards may be used for traffic control.
Cable size, type of cable, and encasement type.
Refer to Chapter 6 of the Utility Accommodations Manual and ensure the depth for the chosen cable type is acceptable.
Underground method of installation.
Distances between any bridge piles and footings.
Properly color coded telecom and fiber technology lines.
Distance from the Fiber Optic line to the edge of existing pavement.
Overlash details, where applicable.
Replacement plan for any vegetation removed (refer to SCDOT Supplemental Technical Specification for Seeding, SC-M-810-3).

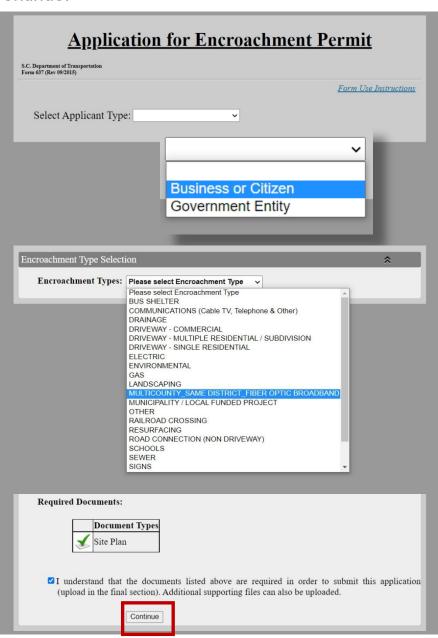
Overhead Encroachments

Cross-sectional view of the aerial line showing the 18-foot minimum height over the roadway section has been met.
Right-Of-Way and Controlled Access areas.
Explanation of the method by which the line will be strung (rolling road block, time of day, equipment to be used, etc).
All applicable MUTCD plan sheets for traffic control and closures. Only MUTCD and SCDOT standards may be used for traffic control

- 1. Navigate to: https://www.scdot.org/business/permits.aspx
- 2. Click the "Login" link
- 3. Enter your Username and Password
- 4. Using the navigation pane on the left of the screen, click the **Customers** link.
- 5. Under the Customers dropdown, click the **Create New Application** link.



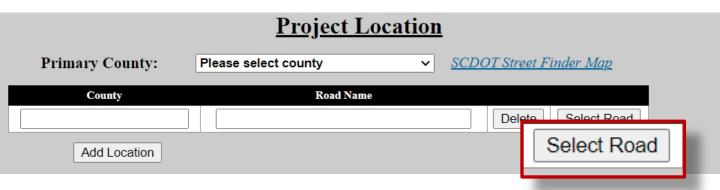
- From the Select Applicant Type dropdown, select the Business or Citizen option.
- From the Encroachment Types dropdown, select the MULTICOUNTY_SAME DISTRICT_FIBER OPTIC BROADBAND type.
- Click the "I understand that the documents..." disclaimer radio button.
- 4. Click Continue.



- 1. Completely fill in the **Contact Information** section of the application.
- 2. In the **Project Location** section, choose the *county in which your permit work will begin* as the **Primary County**.

	Contact Information
Applicant:	
Street:	
City:	
State:	Please select State > Zip Code:
Phone:	Fax:
Email:	
Contact:	
	Project Location
Primary County:	Please select county SCDOT Street Finder Map

- 1. List each road name in each county for this application that your project will cover. Click the **Select Road** button.
- 2. Select the **County** from the dropdown, and then **Street Name or Route Number** from the next dropdown.
- Click the Add Selected Road button.
- 4. Repeat these steps for each route in your project.



- 1. Fill in the Type of Encroachment description field.
 - i. Use this format:

Permit application for construction and maintenance of Fiber Optic line along state roads in [COUNTY NAME], [COUNTY NAME], and [COUNTY NAME] within District [##]. Total underground [and/or] aerial to be placed under this permit is [###] feet or [##.##] miles. Proposed boring method includes: [BRIEF DESCRIPTION OF BORING METHOD INCLUDING TYPE AND DEPTH]. Trench via hand-dig [IF APPLICABLE]. Aerial construction will maintain an 18-feet height minimum to top of asphalt [IF APPLICABLE].

- 2. Fill in the Description of Location field.
 - i. Use this format:

Beginning work location is approximately [INTERSECTION OR LOCATION FROM NEAREST INTERSECTION]; and working along [LIST OF ROADS TO BE ENCROACHED UPON]; ending at approximately [INTERSECTION OR LOCATION FROM NEAREST INTERSECTION].

1. Type of Encroachment:	MULTICOUNTY_SAME DISTRICT_FIBER OPTIC BROADBA	ND
2. Description of Loc	cation:	
		4

(Attach sketch indicating roadway features such as: pavement width, shoulder width, sidewalk and curb and gutter location, significant drainage structure, north arrow, right of way width, and location of the proposed encroachment with respect to the roadway centerline and the nearest intersecting road on the State system.)

- 1. Review the **Customer Agreement** and **General Provisions** portion of the application.
- 2. Enter the Applicant's Name, Date, and Title.
- 3. Click the **Print this form for signature and upload** button.

For Office Use Only	*
For Office Use O	<u>only</u>
In accordance with your request and subject to all the provision the application and the general and special provisions attache application for an encroachment permit. This permit shall contemplated herein shall have been completed prior to:	d hereto, the SCDOT hereby approves your
See Attached Special Provision and/or Permit Requirements	
NPDES Permit Nbr:	
(Date received by res. Maint. Engr.) (SCDOT Approval)	(Date)
Print this form for signat	ture and upload.

- 1. Print your application, sign it, and upload it at the Upload Documents screen.
- 2. Upload all of your necessary plans and profile sheets.
- 3. Click the Upload Required Documents button.

Upload Documents

File Upload Suggestions:

- File uploads work best when uploading from a drive local to your computer. Move large files from a network location to a local drive.
- Beware of special characters such as "&, @, #, etc. in file names.
- Try a modern browser such as Chrome, or Microsoft Edge.
- Ensure you have a good internet connection and speed. Large files can take some time to upload.

Attach	ı vour scanned	l completed	i Encroaci	iment form:

*Encroachment Application (Signed):

Choose File No file chosen

Check this box to submit the Signed Application Form later.

Document Type	
Site Plan	Choose File No file chosen

(Note: Additional Documentation can be uploaded once the *required documents have submitted.)

Upload Required Documents

Submit Encroachment Permit Application

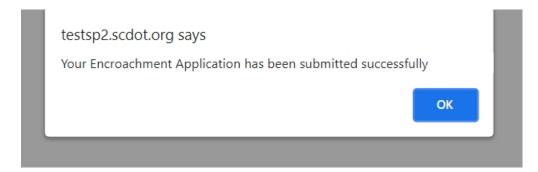
- 1. Click the Submit Encroachment Permit Application Button.
- 2. Your application has been submitted successfully.

Upload Documents

File Upload Suggestions:

- File uploads work best when uploading from a drive local to your computer. Move large files from a network location to a local drive.
- Beware of special characters such as "&, @, #, etc. in file names.
- · Try a modern browser such as Chrome, or Microsoft Edge.
- Ensure you have a good internet connection and speed. Large files can take some time to upload.

Site Plan



Submit Encroachment Permit Application