



Notice to Contractors

Sewer and Storm Drain Open-Trench Surveys

The purpose of this notice is to highlight the City of Las Vegas (CLV) requirement that all sanitary sewer and storm drain facilities installed within public rights-of-way or public utility easements shall be located by a licensed land surveyor before backfilling.

Per **CLV General Note #21** on the approved improvement plans, the project will be designated to have the new sanitary sewer and storm drain facility locations obtained by either of the following two options:

1. **The contractor shall schedule CLV open-trench utility survey “inspections”; which will allow CLV Survey staff to perform the surveys.** (See guidelines below.)

Or

2. **The developer/contractor shall provide sanitary sewer and/or storm drain final location map(s) per open-trench surveys performed by a licensed surveyor.** (Contact the CLV Survey Section at (702) 229-6938 for sewer and storm final location map requirements.)

Guidelines for Open-Trench Utility Surveys Performed by CLV Staff

If designated by the approved improvement plans CLV Survey staff will locate all new facilities within public rights-of-way or public utility easements provided the following conditions are met:

1. The surveys will be treated as offsite inspections and will need to be scheduled in the same manner using the following inspection type: **3333 Open-Trench Utility Survey**. Just notifying the OIT inspector that the facilities are ready for survey is not acceptable.
2. Installed sewer and storm drain facilities that need to be located include: pipes, RCB's, manhole bases and risers, junction structures, transition structures, and drop inlet structures (portions below grade).
3. All pipes need to be in their final location (post-haunching) and the entire portion to be surveyed (including connections to structures) must be visible. **Just providing inspection holes is not acceptable.**
4. The inspection day must be scheduled the day before, and the inspection time will be arranged the morning of the inspection day. Inspections scheduled and performed the same day (express inspections) will be subject to additional fees. Call (702) 229-6938 to schedule same-day inspections.
5. Inspections needed outside of normal business hours require a Request for Overtime to be submitted before 2:00 PM (overtime inspection fees will apply). Normal business hours for Survey inspections are: Monday through Thursday from 7:00 AM until 4:00 PM. **All Friday inspections are overtime inspections.** Call (702) 229-6938 regarding overtime inspections.
6. If the contractor believes the facilities will not be ready for survey at the agreed upon inspection time the contractor shall notify the CLV Survey inspector to cancel the inspection. If the CLV Survey inspector arrives at the project site and the facilities are not ready for survey at the agreed upon inspection time, the inspection will be failed and a new inspection will need to be scheduled.
7. If only minimal facilities are ready for survey at the agreed upon inspection time the inspection will be failed.
8. Please call (702) 229-6938 or email mkinney@lasvegasnevada.gov with any questions regarding these guidelines.