

**RECOMMENDED PROCEDURE FOR RAISING AND SETTING CAST IRON VALVE BOX  
IN ASPHALT PAVING**

1. LOCATE BURIED VALVE BOX USING REFERENCE MEASUREMENTS AND/OR ELECTRONIC OR MAGNETIC LOCATOR. MARK LOCATION WITH WHITE PAINT.
2. BREAK OUT SMALL HOLE IN PAVEMENT AND LOCATE THE VALVE BOX COVER.
3. CAREFULLY BREAK OUT AN 18-INCH DIAMETER HOLE WITH 9-INCH RADIUS FROM THE CENTER OF THE VALVE BOX. A CIRCLE TEMPLATE 18 INCHES IN DIAMETER IS HANDY TO MARK OUT THE PERIMETER OF THIS HOLE. USE A CURVED SPADE WITH A JACKHAMMER TO CUT A NEAT VERTICAL FACE HOLE IN THE ASPHALTIC CONCRETE PAVEMENT. DO NOT CRACK OR DAMAGE THE PAVEMENT BEYOND THIS HOLE. IF IT IS SUSPECTED THE VALVE CASING IS NOT VERTICAL OR CENTERED OVER THE VALVE OPERATING NUT, REMOVE JUST ENOUGH PAVEMENT TO ALLOW REMOVAL OF THE VALVE BOX LID SO IT CAN BE DETERMINED IF CASING ADJUSTMENT IS NEEDED. IT IS VERY IMPORTANT TO NOT REMOVE ANY MORE FINISHED PAVEMENT THAN ABSOLUTELY NECESSARY.
4. COMPLETELY REMOVE THE WHOLE VALVE BOX. DO NOT DISTURB THE SURROUNDING EARTH ANY MORE THAN NECESSARY. EXAMINE THE CASING PIPE. MAKE SURE IT IS VERTICAL, SYMMETRICAL AROUND THE VALVE NUT AND CLEAN OF ALL ROCKS, DEBRIS AND DIRT. CLEAN AND CORRECT AS NECESSARY. CHECK WITH A VALVE WRENCH TO VERIFY OPERATION IS SMOOTH.
5. TRIM OR ADD TO THE CASING PIPE (6-INCH PVC PLASTIC OR CONCRETE) AS NEEDED SO THE TOP OF THE CASING PIPE IS A MINIMUM OF 4 INCHES TO MAXIMUM OF 8 INCHES BELOW THE FINISHED PAVEMENT GRADE. THE LID WILL NOT FIT TIGHT IF THE CASING IS HIGHER. VALVE BOX WILL HAVE POOR SUPPORT IF THE CASING PIPE IS LOWER. TO ADD CASING PIPE, USE A PIECE OF 6-INCH PVC PLASTIC SEWER PIPE CUT 12 INCHES LONGER THAN NEEDED. SAW-CUT THIS PIECE ALONG ONE SIDE IN A STRAIGHT LINE THE FULL LENGTH. FOLD THE PIPE OVER THE SAW-CUT AND INSERT IT INSIDE THE CASING PIPE IN THE GROUND. SLIDE UP OR DOWN TO ACHIEVE DESIRED LEVEL.
6. IF THE VALVE OPERATING NUT IS OVER 3 FEET BELOW FINISH PAVEMENT GRADE, INSTALL A STANDARD VALVE OPERATING EXTENSION, PER STANDARD SPECIFICATIONS.
7. USING A 1-INCH ROD OR CAPPED 3/4-INCH PIPE, THOROUGHLY POUND THE EARTH ALL AROUND THE CASING PIPE TO OBTAIN MAXIMUM EARTH COMPACTION.
8. FILL THE VOID BETWEEN THE CASING PIPE AND EARTH WALL UP TO EXACTLY 12 INCHES (1 FOOT) BELOW FINISH PAVEMENT GRADE WITH 5/8-INCH MINUS CRUSHED ROCK AND THOROUGHLY COMPACT USING ROD OR PIPE AS IN STEP 7. KEEP ADDING AND COMPACTING CRUSHED ROCK UNTIL HARD, TIGHT LEVEL SURFACE IS EXACTLY 12 INCHES BELOW PAVEMENT GRADE.
9. INSERT THE VALVE BOX. USING A STRAIGHT BOARD OR ROD, CHECK THAT THE TOP RIM OF THE VALVE BOX IS EXACTLY LEVEL WITH THE FINISHED PAVEMENT. THE BOX MUST SET EVENLY ON THE CRUSHED ROCK BASE. IT MUST NOT ROCK OR WIGGLE. REMOVE THE BOX AND ADJUST THE CRUSHED ROCK AS OFTEN AS NECESSARY TO ACHIEVE EXACT GRADE WITH PAVEMENT AND UNIFORM BOX SUPPORT. PUT CAST IRON LID ON THE BOX. MAKE SURE IT FITS CORRECTLY AND IS FLUSH WITH THE BOX RIM. REPLACE LID IF INCORRECT FIT. REPLACE ENTIRE VALVE BOX IF BOX RIM PREVENTS A SNUG FIT OF THE LID.
10. ADD 5/8-INCH MINUS CRUSHED ROCK UNIFORMLY IN THE SPACE BETWEEN THE VALVE BOX AND OUTSIDE EARTH WALL IN MAXIMUM 4-INCH LIFTS. COMPACT EACH LIFT COMPLETELY WITH 1-INCH ROD OR PIPE AS BEFORE. FILL AND COMPACT THE SPACE UP TO 2 INCHES BELOW FINISHED PAVEMENT GRADE.
11. ADD HOT MIX ASPHALTIC CONCRETE MATERIAL AND THOROUGHLY COMPACT WITH ROD OR PIPE TO THE FINISH PAVEMENT GRADE. SMOOTH OFF THE SURFACE AS MUCH AS POSSIBLE.
12. USING A BRUSH, PAINT THE SURFACE OF THE PATCH WITH ASPHALT TACK MATERIAL, EXTENDING MINIMUM OF 1 INCH OVER PAVEMENT AND ONTO EDGE OF VALVE BOX METAL RIM. DO NOT ALLOW ANY TACK MATERIAL TO FLOW INTO METAL RIM OR ON BOX COVER. USE A BRUSH TO CONTROL APPLICATION OF THIS TACK COAT AND PROVIDE A NEAT SEAL SURFACE.
13. CHECK AGAIN THAT VALVE CASING IS CLEAR, THAT VALVE WRENCH CAN BE PUT ON OPERATING NUT AND VALVE CAN BE OPERATED PROPERLY.
14. SPREAD CLEAN FINE SAND OVER THE TACK COAT SO THAT VEHICLE TIRES WILL NOT LIFT THE TACK MATERIAL BEFORE IT CURES AND SETS UP.
15. EACH VALVE BOX IN A CLUSTER OF TWO TO FOUR VALVES MUST BE ADJUSTED INDEPENDENTLY AS OUTLINED ABOVE. CUTTING OUT TRIANGLES OR SQUARES OF FINISHED PAVEMENT RESULTS IN VALVE BOXES THAT DO NOT REMAIN EVEN WITH PAVEMENT, LEAN TOGETHER, AND BREAK OUT UNDER TRAFFIC BEATING.

CAREFULLY FOLLOWING THIS OUTLINED PROCEDURE RESULTS IN VALVE BOX SETTINGS THAT WILL REMAIN FIRM AND IN PLACE, AND ARE VIRTUALLY UNNOTICED BY THE PUBLIC PASSING OVER THEM IN THEIR VEHICLES.



PUD NO. 1 OF SKAGIT COUNTY ENGINEERING MANAGER

APPROVED ON: \_\_\_\_\_ MAY 6 \_\_\_\_\_, 2014

**STANDARD INSTALLATION OF  
CAST IRON VALVE BOX &  
VALVE OPERATING NUT EXTENSION**

SHEET 2/2

SCALE: NTS
DATE: 3-25-05
REVISED: 5/6/14
DRAWN BY: CAS
APPROVED BY: GJS

**STANDARD**

**WV-1b**

