



HANCOCK COUNTY
UTILITY PERMIT APPLICATION

Permit No: _____

This is a Utility Permit Application for telecommunications, electric, gas, water and sewer utilities. The applicant agrees to comply with the following permit requirements. The applicant will bear all cost of this installation and any subsequent maintenance. The County reserves the right to inspect and approve any construction work performed within its right-of-way as it relates to the condition of the highway; compliance shall be determined by the sole discretion of the County Engineer. These requirements shall apply unless waived in writing, due to unique local conditions, by the County Engineer prior to installation; any such waiver shall be attached to the permit. This permit is not intended to conflict with any utility owner's rights or duties mandated in Chapters 388, 390, 474, 476, 477, 478, 479A and 480A or by the Iowa Utility Board or other state or federal regulations.

Applicant Name: _____

Street Address: _____

City, State & Zip Code: _____

Telephone Number: _____ Fax: _____

Brief Description (type facility, location)

Proposed Installation Date(s): _____

Proposed Installation: (circle one) Trenching Boring Backhoe Plowing Overhead

1. Location Plan. An applicant shall file a completed location plan as an attachment to this Utility Permit Application. The location plan shall set forth the location of the proposed line on the secondary road system and include a description of the proposed installation. Applicant agrees to place all facilities in accord with the attached plat or approved alternate.
2. Notice to proceed. At least two (2) working days prior to the proposed installation, an applicant shall file with the County Engineer a notice stating the time, date, location, and nature of the proposed installation. Applicant shall also notify County Engineer within 24 hours of when the project is complete.
3. Inspection. The County Engineer may provide an inspector during the installation of all lines to ensure compliance with this Utility Permit. The inspection shall be limited to any construction work performed within the right-of-way as it relates to the condition of the right-of-way; the utility facility owner shall provide reasonable cooperation.
4. Inspection Fee. Upon approval of the application by the County Engineer, the Utility Permit will be issued contingent upon the applicant's agreement to pay the actual costs directly attributable to the installation inspection, if any, conducted by the County Engineer and/or their representative.
 - a. Upon completion of the installation, the County Engineer shall provide a statement for services rendered to the applicant. Such statement shall be paid within (10) days of receipt.



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5. Requirements. The Applicant shall meet the following requirements.
- a. All work within county road right-of-way shall comply with the Manual on Uniform Traffic Control Devices, including safety apparel.
 - b. The minimum installation specifications of utility facilities in the right-of-way shall be:
 - i. 48 inches for electrical cables
 - ii. 30 inches for communication cables
 - iii. 36 inches for all other underground facilities
 - iv. The Minimum height requirement for utilities crossing above the Roadway shall be 24'(ft) at the highest point in road right-of-way. (most commonly this will accrue at the Center Line of the Road) The applicant shall make all necessary attempts to reduce the number of overhead crossings.
 - v. All other(s) overhead wires shall comply with the applicable National Safety Code for vertical clearances.
 - vi. All utility poles shall be placed no more than 18" (inches) inside of road right-of-way line. If applicant is not able to place the utility poles inside the 18" area inside the right-of-way line due to unforeseen conditions, the applicant may request the engineer to review an adjustment to the alignment and will be handled on a case-by-case basis.
 - vii. All underground utility construction on paved routes shall be bored and on gravel routes maybe bored, knifed, or trenched. All trenches, excavations, and utilities that are knifed or trenched shall be properly tamped.

In critical situations where necessary cover cannot be obtained, other protective measures may be approved. The county reserves the right to waive the minimum depth of installation where rocky terrain and/or other circumstances make it difficult to obtain the desired depth. The county shall determine the minimum depth in these situations. The County Engineer may require additional depth in areas identified being silted or scheduled for future excavation.

- c. The applicant shall use reference markers in the right of way ("R.O.W.") boundary to locate line and changes in alignment.
 - i. If applicant requests county to stake right-of-way boundary, the application shall reimburse the county for all applicable expenses, including any research required to establish road right-of-way width. The county is making no warranties as to the accuracy of the staking of the right-of-way. The applicant assumes all risks for the staking and utility placement.
 - ii. County reserves the right to require a professional survey to be completed when county's research resulted in incomplete records. The applicant shall be responsible for all costs associated with the professional survey.
- d. All tile line locations encountered during construction shall be protected in accordance with I.A.C. 199-9.2(479).
- e. The applicant shall construct and maintain the utility lines or services in such a way that they will not interfere with public travel on such secondary roads, and the applicant shall take all necessary precautions to protect and safeguard the lines and property of the traveling public and adjacent property owners.
- f. No underground utility lines shall cross over a driveway or crossroad drainage structure.
- g. Residents along the utility route shall have uninterrupted access to the public roads. An all-weather access shall be maintained for residents adjacent to the project.
- h. A joint assessment of the road surfacing may be made by the applicant and the County Engineer both before and after construction. After construction, granular surfacing shall be added to the road at the applicant's cost, if necessary, to restore the road to its original condition. After surfacing has been applied, the County Engineer may jointly review the road surface and the applicant once the road has been saturated, to determine if additional surfacing on the roadway by the applicant is necessary.



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- i. Areas within the R.O.W. damaged by the installation shall be repaired and restored to at least its former condition by the applicant or the cost of the repair work caused to be performed by the County will be assessed against the applicant.
 - j. Areas disturbed during construction which create an erosion problem shall be solved by the applicant in a manner approved by the County Engineer.
6. Non-conforming Work. The County Engineer may halt the installation at any time if the applicant does not first obtain a Utility Permit and/or inspection results in non-conforming work.
 7. Emergency Work. In emergency situations, work may be initiated by an applicant without first obtaining a Utility Permit. However, the County Engineer shall be notified via telephone or FAX as soon as possible and a Utility Permit must be requested within five (5) days of initiation of the work. All emergency work shall be done in conformity with the provisions of this permit and may be inspected for full compliance.
 8. County Infraction. Violation of this permit is a county infraction under Iowa Code section 331.307, punishable by a civil penalty for each violation.
 9. Hold Harmless. The utility company shall save this County harmless from any damages resulting from the negligence of the applicant. A copy of a certificate of insurance naming this County as an additional insured for the permit work or proof of self-insurance shall be provided to the County Engineer prior to installation. The minimum limits of liability under the insurance policy or proof of self-insurance shall be \$1,000,000.
 10. Permit Required. No applicant shall install any lines unless such applicant has obtained a Utility Permit from the County Engineer. Applicants agree to hold the County free from liability for all damage to applicant's property which occurs proximately as a result of the applicant's failure to comply with said ordinances or requirements. The applicant further agrees to perform this operation promptly upon written notice by the County without cost to the County. If the applicant fails or is unable to comply promptly, the County may cause the work to be performed and the cost of such work will be paid by the applicant upon receipt of statement.
 11. Relocation. The applicant shall, at any time, subsequent to the installation of utility lines, at the applicant's own expense, relocate or remove such lines as may become necessary to conform to new grades, alignment or widening of R.O.W. resulting from maintenance or construction operations for highway improvements.
 12. Term of Permit. In accordance with Section 320.5 of the Code of Iowa, applicable gas mains and water mains described in Section 320.4 shall be granted a permit for a period not to exceed twenty (20) years. At the end of twenty years, if neither of the party's objects in writing, the permit will automatically renew itself.

Utility Company	Hancock County
Print Name:	County Engineer – Jeremy Purvis, P.E.
Phone:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>
Signature:	Signature:
Date:	Date: