

Permit No. _____

Township _____

UTILITY PERMIT APPLICATION

This is a Utility Permit Application for installation and/or maintenance of telecommunication, fiber optic cable, electric, gas and/or sewer utilities within the rights of way of the Secondary Roads of Jasper County, Iowa. The Applicant agrees to comply with the following permit requirements. Compliance shall be determined at the sole discretion of the County Engineer, as deemed necessary to promote public health safety and the general welfare. These requirements shall apply unless waived, in writing, by the County Engineer, prior to installation.

Applicant Name: _____

Applicant Address: _____

City, State, & Zip Code: _____

Type of Facility to be Installed: _____

Contact Person: _____ **Contact Telephone Number:** _____

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 utility within the Secondary Road right of way and include a description of the proposed utility and installation procedure. Separate Utility Permit Applications must be submitted for each Township-Range in which work is proposed, with township line roads being assigned to the townships lying to the South or East.
2. **Written Notice:**
At least three (3) working days prior to the proposed installation, the Applicant shall file with the County Engineer, a written notice stating the time, date, location, and nature of the proposed installation. If the work is to be done for the Applicant by a Contractor, that Contractor's name, place of business, telephone number, and name of the Contractor's employee who will be in charge of the installation shall be included in said written notice.
3. **Inspection:**
Jasper County shall provide a full-time inspector during the installation of all cable and/or pipelines, to insure compliance with this Utility Permit. The inspector shall have the right, during reasonable hours and after showing proper identification, to enter any installation site in the discharge of the inspector's official duties, and make any inspection or test that is necessary to protect the public health, safety, and welfare.
4. **Inspection Fee:**
Upon approval of the Application by the Chairman of the Board of Supervisors, the Utility Permit will be issued by the County Engineer, subject to receipt of the required prepaid inspection fee. Said fee shall be made payable to the Jasper County Treasurer, but submitted to the County Engineer's Office at the time of permit application. The fee shall be \$1,000 per permit, regardless of type of utility involved. Should the Applicant so desire, an annual bond to cover inspection costs, in the name of Jasper County and in the amount of \$5,000.00, may be provided to guarantee construction and maintenance inspection costs.
5. **Remittance of Fees:**
The Applicant shall pay actual costs directly attributable to the installation inspection conducted by the County Engineer's inspector. Payment shall be made from the prepaid inspection fee. Within thirty (30) days after completion of the installation, the County Engineer shall remit any unused portions of the prepaid inspection fee to the Applicant, along with a statement for services rendered. Should the itemized costs of the inspection services exceed the inspection fee, the itemized amount in excess of the fee shall become a bill, due and payable to Jasper County. If Applicant elects to use the annual bond, as provided for in Item 4, reimbursement of the inspection fees shall be made within thirty (30) days, upon Jasper County presentation of the itemized statement of costs.
6. **Requirements:**
The installation inspector shall assure that the following requirements have been met, or exceeded:
 - A. Construction signing shall comply with the State Manual on Uniform Traffic Control Devices.
 - B. Dept of Installation: The minimum depth of cover shall be as follows:

Telecommunications.....	36"	Electric.....	48"	Water.....	60"
Fiber Optics Cable.....	48"	Sewer.....	60"	Gas.....	60"

Additional dept shall be required, if the ditch has silted, to the thickness of the deposited silt, also along the shoulder of the pavement.
 - C. The Applicant shall use reference markers at the right of way ("R.O.W.") boundary to locate their line and changes in alignment, as required by the County Engineer. A permanent warning tape shall be placed one (1) foot above all underground utility lines.
 - D. All intercepted tile lines shall be marked, with reference plates provided by Jasper County, at the R.O.W. line.
 - E. No underground utility cable or pipeline shall cross over a driveway pipe culvert drainage structure.
 - F. Residents along the utility route shall have an uninterrupted access to public roads. An all-weather access shall be maintained for residents adjacent to the project.
 - G. A joint assessment of the road surfacing shall be made by the Applicant and the County Engineer, or his assigned representative, both before and after construction. After construction, granular surfacing shall be added to the road, by the Applicant and at the Applicant's expense, if deemed necessary by the County Engineer or his representative, to restore the road to its original condition.
 - H. All damaged areas within the R.O.W., including private tile lines crossing the road, shall be repaired and restored by the Applicant, to at least their former condition or the cost of any repair work caused to be performed by Jasper County will be assessed against the Applicant's inspection fee.
 - I. Areas disturbed during construction, which present actual or potential erosion problems, shall be resolved by the Applicant in a manner approved by the County Engineer.
 - J. All trenches, excavations, and knifing of utility installations shall be properly compacted.

- K. All utilities, shall be located between the bottom of the back slope and the bottom of the fore slope (the actual ditch bottom), unless otherwise approved, in writing, by the County Engineer, prior to installation.. All utilities shall install off the road and into the roadside ditch area around all round pipe culverts, and all rectangular box culverts at the required depth below flow line.
- L. All paved or oiled road crossings shall be bored, with the cable or pipeline being inserted inside a sleeve or casing. Said sleeve or casing shall extend from toe of fore slope to toe of fore slope for the roadway being crossed, and the hole bored for the sleeve or casing shall have a diameter no more than one (1) inch greater than the outside diameter of the casing or sleeve. The depth below the road surface shall match the minimum depth of cover for the respective utility, as shown previously in this permit.

7. **Non-Conforming Work:**

The County Engineer may halt the installation at any time, if the Applicant's work does not meet the requirement set forth in this Utility Permit.

8. **Emergency Work:**

In emergency situations, work may be initiated by an Applicant without first obtaining a Utility Permit. However, a Utility Permit must be obtained within seven (7) days of initiation of work. All emergency work shall be done in conformity with the provisions of the Ordinance and shall be inspected for full compliance. The County Engineer's Office is to be notified of any emergency work required within the twenty-four (24) hours of the Applicants knowledge of the emergency.

9. **County Infraction:**

Violation of this permit is a county infraction under Iowa Code section 331, 301, punishable by a civil penalty of \$100 for each infraction. Each day that a violation occurs, or is permitted by the Applicant to exist, constitutes a separate offense.

10. **Hold Harmless:**

The Applicant shall hold Jasper County harmless for any damages resulting from the Applicant's operations. A copy of a certificate of insurance, naming Jasper County as an additional insured for the permitted work, shall be filed in the County Engineer's Office prior to commencing the installation. The minimum limits of liability under the insurance policy shall be \$1,000,000. Should the Applicant be self-insured, a letter to that fact, guarantying that Jasper County is held harmless for any damages resulting from the Applicant's operations, and signed by the responsible officers of the Applicant will be acceptable.

11. **Permit Required:**

No Applicant shall install any lines unless said Applicant has obtained an approved Utility Permit from Jasper County and has agreed, in writing, that said installation will comply with all ordinances and requirements of Jasper County for such work. Applicants agree to hold Jasper County free from liability for all damages to Applicant's property, which occurs as a result of the Applicant's failure to comply with said ordinances or requirements.

12. **Relocation:**

The Applicant shall, at any time subsequent to installation of the utility, and at the Applicant's own expense, relocate or remove said utility as may become necessary to conform to new grades, alignment, or widening of R.O.W., resulting from maintenance or construction operations for highway improvement.

13. **Non-Located Cables or Pipelines:**

Jasper County bears no responsibility or liability for unlocated and unmarked cables and pipelines. Furthermore, should Jasper County personnel encounter and damage a non-located and marked cable or pipeline, after following the required steps and notifications established in the Iowa One-Call laws, the involved utility company shall be liable for all lost work time expenses of the affected county employee/employees and equipment, while awaiting a response and action on the part of the utility company. Said lost time cost shall be itemized and presented to the utility company for reimbursement to Jasper County.

14. **Waiver of Permit Requirements:**

The County Engineer shall have the authority to waive any portion of these permit requirements, should he/she deem it to be in the best interest of Jasper County. Said waiver, should any be issued, shall be in writing and shall become a part of the permit.

Signing:

The Applicant shall follow the current Manual on Uniform Traffic Control Devices (MUTCD) when working in Jasper County Right of Way. The County Engineer or his/her representative shall halt installation of utility until the Applicant complies.

DATE: _____ BY: _____

RECOMMENDED FOR APPROVAL:

DATE: _____

County Engineer

APPROVAL:

DATE: _____

Chairman, Jasper County Board of Supervisors

SPECIAL PROVISIONS, IF ANY: