

Instructions for Permit for Utility Accommodation within Kossuth County Secondary Road Right of Way

- 1.) Print document (file, print)
- 2.) Read Permit for Utility Accommodation within Kossuth County Secondary Road Right of Way.
- 3.) Complete the Permit as detailed as necessary to describe the work.
- 4.) Sign the Permit and mail with project plans to the Kossuth County Engineer's Office or return in person.

Attn: Kossuth County Engineer's Office
Utility Accommodation Permit
114 W. State Street
Algona IA, 50511

- 5.) Questions can be emailed to engineer@co.kossuth.ia.us or phoned to 515-295-3320

FOR OFFICE USE
Permit No: _____
Approval Date: _____
Start Date: _____
Completion Date: _____
Inspection Date: _____
As-Builts Submitted: _____

**PERMIT FOR UTILITY ACCOMMODATION WITHIN
KOSSUTH COUNTY SECONDARY ROAD RIGHT OF WAY**

APPLICANT: _____,
(Name of Person or Company)

hereinafter referred to as the Applicant, has requested permission from the Board of Supervisors of Kossuth County, Iowa, hereinafter referred to as Board to construct or install within Kossuth County Secondary Road right-of-way, hereinafter referred to as the ROW, the following:

Description of project (Check all that apply):

- | | | | | | | | |
|---------|--|-------|--------------------------------------|---------------|---|------------|--|
| Utility | <input type="checkbox"/> Electric | Work: | <input type="checkbox"/> New | Installation: | <input type="checkbox"/> Aerial | Servicing: | <input type="checkbox"/> Acreage/Farm |
| | <input type="checkbox"/> Gas | | <input type="checkbox"/> Maintenance | | <input type="checkbox"/> Boring | | <input type="checkbox"/> Bin Site |
| | <input type="checkbox"/> Fiber | | <input type="checkbox"/> Removal | | <input type="checkbox"/> General Excavation | | <input type="checkbox"/> Commercial |
| | <input type="checkbox"/> Cable / Phone | | | | <input type="checkbox"/> Jacking | | <input type="checkbox"/> Confinement |
| | <input type="checkbox"/> Water | | | | <input type="checkbox"/> Plowing | | <input type="checkbox"/> Existing/Maintenance/Repair |
| | <input type="checkbox"/> Other _____ | | | | <input type="checkbox"/> Trenching | | <input type="checkbox"/> Other _____ |

Unavoidable Obstructions to be approved for placement in the ROW:

- | | | | |
|--------------------------------------|--|---|--|
| <input type="checkbox"/> Power Poles | <input type="checkbox"/> Transformer Boxes | <input type="checkbox"/> Vents/Shutoffs | <input type="checkbox"/> Junction Boxes (above ground) |
| <input type="checkbox"/> Other _____ | | | |

Number of working days _____

Insurance on file with Kossuth County Auditor's or Engineer's Office

General Work Description:

hereinafter referred to as project.

The Board, does hereby authorize and give its permission to the Applicant to construct, install, or maintain the said project within the ROW, along and across the following Kossuth County road(s) (E911 Streets/Avenues):

located on the (N, S, E, W) _____ side of section(s) _____ of _____
Township(s) and **as shown on the attached location map(s) and plan(s)** under the following terms and conditions:

1. The project shall meet the requirements of local municipal, county, state, and federal Iowa franchise rules and regulations, regulations and directives of the Iowa State Commerce Commission; the Department of Natural Resources, and any other laws, permits, or regulations applicable. Permit does not convey a permanent occupancy of the ROW.

2. Said APPLICANT shall:

General:

- a. Be fully responsible for any future adjustments of the facilities within the ROW caused by highway construction or maintenance operations. Said project shall not adversely affect the safety, design, construction, operation, maintenance or stability of the present use or future expansion of the ROW.
- b. Complete project construction or maintenance operations in such a manner as to not interfere with, or interrupt traffic on said road(s).
- c. Take all reasonable precaution during the construction of said project to protect and safeguard the lives and property of the traveling public and adjacent property owners, and shall hold Kossuth County and the Board harmless of any damage or losses that may be incurred by others on account of such project construction or maintenance operation.
- d. Indemnify and save harmless the Board and Kossuth County from any losses, damages, claims, or demands arising out of or in connection with the Applicants use or occupancy of the ROW.
- e. Not hold the Board or Kossuth County responsible for any damage that may result to said road(s) and ROW due to the construction or maintenance of said project and shall reimburse Kossuth County for any expenditures that Kossuth County may have to make on said road(s) and ROW on account of said Applicants project having been constructed thereon.
- f. Contact Iowa One Call and request the location of any underground utilities forty-eight (48) hours before project commences. Before commencing work in the ROW, the Applicant shall also contact any other known utility located in the area of the project. Kossuth County shall be held harmless from any damage or costs associated with repair to any utility, caused by said project.
- g. Give the Kossuth County Engineer's Office forty-eight (48) hours notice of its intention to commence construction of said project.
- h. Within forty-eight (48) hours of project completion, contact the Kossuth County Engineer's Office for final inspection, corrections and /or acceptance of said project.
- i. Repair any damage to property, public or private, within the ROW at no cost to Kossuth County. This property shall include but is not limited to drain tile, intakes, culverts or structures.
- j. Submit as-built plans to the Kossuth County Engineer, including, but not limited to road(s), section, township, range, road centerline, ROW limits, utility location, including ROW offsets, alignment changes, materials, operating information (pressure, voltage, size, etc.) vertical/horizontal clearances, traffic control plan, method and materials for attachment to structures within the ROW, roadway crossings, other property repairs (tile, utility, intakes) with their respective locations. As-built plans shall be submitted within 90 days of project acceptance at Applicants expense.
- k. Complete project as submitted in approved plans. Any changes to the plan shall be approved by Kossuth County Engineer.
- l. Be responsible for all traffic control operations, including flagging, installation, removal, and maintenance.
- m. Provide reasonable cooperation for a representative from Kossuth County to inspect the site during the project for compliance with this permit, and make corrections to comply with permit.
- n. Be responsible for any contractor, stated herein, or not, working for the Applicant under this permit.

Construction and Maintenance:

- o. Not construct said project in any manner that will cut or damage any bituminous or P.C. concrete surfaced road.
- p. Not have or install obstructions of any type above the surface of the ROW, except as permitted. If unavoidable the Kossuth County Engineer may require, regrading, underground location, or placing the obstruction near the ROW boundary.
- q. At their expense, restore ROW surface to pre-project conditions upon completion of said project.
- r. Backfill and compact any material removed from any roads or ROW as directed by the Kossuth County Engineer. Backfilling of trenches, jacking, or boring pits shall be in such a manner that settlement is minimized. Backfilling operations may require multiple, tamped lifts. At no time

shall any of the above excavation be left open overnight without proper protection, signing and warning by the Applicant.

- s. Complete project in a manner that minimizes disturbance to any other contractor working in the ROW.
 - t. Park and/or store vehicles, equipment and materials as close to the ROW boundary as possible.
 - u. Not construct jacking pits, boring pits, trenches, or general excavation within the roadway foreslope without approval by the Kossuth County Engineer.
 - v. Protect from disturbance, all survey monuments (i.e. section corners, GPS monuments, property corners) and agrees to reimburse Kossuth County any expenses associated with the restoration of said monuments.
 - w. Retain a copy of project permit(s) on the construction site at all times for examination.
 - x. Provide the Kossuth County Engineer a copy of certificate of insurance naming Kossuth County as an additional insured or proof of self insurance at a minimum liability limit of \$1,000,000 prior to project. (May be filed annually with Kossuth County Engineer's Office)
3. Minimum depth requirement for all underground utilities, below the traveled portion of the roadway is 48 inches. Minimum depth requirements for other portions of the ROW shall be located and measured from the surface of the surrounding ground or low point of the ditch:
- a. 48 inches for electrical cable
 - b. 30 inches for communication
 - c. 36 inches for all other underground facilities
4. The Board, acting through the County Engineer, will endeavor to give the Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired ROW, that is likely to expose, cover, or disturb any property belonging to the Applicant, in order that the Applicant may arrange to protect their property and service. Kossuth County also assumes no responsibility for failure to give notice to the Applicant of any construction or maintenance activity within said ROW.
5. The Board may request an Agreement with the Applicant, to become a part of this permit for conditions not stated herein.
6. Non-compliance with any of the terms of this permit may be considered cause for shutdown of operation, or revocation of this permit. The cost of any work caused to be performed by Kossuth County in removal of non-complying construction or repair of damaged property will be assessed against the Applicant.
7. Kossuth County assumes no responsibility for damages to the Applicant's property occasioned by any construction or maintenance operation within said ROW.

Attached sheets: (ie. Agreements, plans, maps, etc.)

Disclosure Statement: The information furnished on this form will be used by the Board to determine approval or denial of this permit. Failure to provide all information will result in denial of the permit. Information furnished is public information and copies may be provided to the public upon request

PERMISSION REQUESTED BY:

(Printed Name of Applicant)

(Address)

(Phone Number)

(Signature)

(Date)

RECOMMENED FOR APPROVAL:

(County Engineer)

(Date)

APPROVAL OF BOARD OF SUPERVISORS:

(Chairman of the Board)

(Date)

Contact information of Contractor(s) working under this permit, if other than Applicant.

(Printed Name of Contractor)

(Address)

(Phone Number)

(Printed Name of Contractor)

(Address)

(Phone Number)