

**UTILITY PERMIT APPLICATION
KEOKUK COUNTY, IOWA**

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 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 solo 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. The permit is not intended to conflict with any utility owner's rights or duties mandated in Chapters 388, 390, 474, 476, 476A, 477, 478, 479, 479A, and 480 or by the Iowa Utility Board or other state or federal regulations.

Applicant Name: _____

Street Address: _____

City, State, and Zip Code: _____

Telephone Number: _____ FAX: _____

Contact Person: _____

Brief Description (type of facility, location): _____

DATE: _____

Name of Company

BY: _____

APPROVAL:

DATE: _____

KEOKUK COUNTY ENGINEER

NOTES/COMMENTS: _____

**UTILITY PERMIT REGULATIONS FOR
KEOKUK COUNTY, IOWA**

1. Location Plan. An applicant shall file a complete location plan as an attachment to this Utility Permit Application. The location plan shall be a plat or drawing showing the location of the proposed line or lines on the secondary road system. This drawing shall become a part of this agreement. The description of the proposed installation shall include type, height of line, height and spacing of poles, maximum voltage, lengths of crossarms, minimum clearance and number of wires; type, size, depth, and capacity of underground cables, conduits, tile lines, and pipelines; maximum working pressures for pipe lines carrying gas or flammable petroleum products; type, size and depth of sewage lines; and other relevant information. The location plan shall reference the location of the utility facility by section, township, and range, show highway centerline and right-of- way limits, and note changes in alignment as measured from the right- of- line and center of highway.
2. Notice to Proceed. At least two (2) working days prior to the proposed installation the applicant shall file with the county engineer's office a notice (either in writing or by calling (641)622-2610 Monday - Friday 7:00 a.m. - 3:30 p.m.) stating the start time, date, location, and nature of the actual installation.
3. Inspection. The county engineer may, at his or her discretion, provide an inspector who will be available or on site during all installation and clean up on the right-of-way to insure compliance with this utility permit. The inspection shall be limited to any construction or installation work performed within the right-of-way as it relates to the condition of the right-of-way; the utility owner/installer shall provide reasonable cooperation.
4. Inspection Fee. Upon approval of the application by the County Engineer, the utility permit will be issued r contingent upon the applicant's agreement to pay the actual costs directly attributable to the installation, inspection, if any, for inspection conducted by the county engineer's office. Prepayment of such costs is not required if the applicant posts a surety bond covering the prepaid amount on January 1 of each calendar year. Otherwise, a prepaid inspection fee made payable to the Keokuk County Treasurer may be assessed as follows:

Telecommunications.....	\$1,000	Electric.....	\$1,000
Gas.....	\$1,000	Water.....	\$1,000
Sewer.....	\$1,000		

Upon completion of the installation, the county engineer shall provide a statement for services to the applicant. Such statement shall be paid within thirty (30) days of receipt. In the event of a prepaid inspection fee, the county engineer shall provide a statement for services rendered and refund any excess payment to the applicant within forty-five (45) days.

5. Requirements. The applicant shall meet the following requirements:
 - A. Construction signing shall comply with the Manual on Uniform Traffic Control Devices.
 - B. The minimum cover of utility facilities in the right-of-way shall be:
 - (1) 30" for telecommunication cables.
 - (2) 48" for gas and electrical cables.
 - (3) 60" for water and sewer lines.

- C. Ground mounted facilities shall be erected in such a manner to not impede the sight distance of traffic along the roadway and shall be of a design compatible with the visual quality of the roadway being traversed.
- D. The applicant shall place and maintain reference markers in the right-of-way boundaries that will indicate general direction and changes in alignment of the utility line as required by the county engineer. As a minimum, reference markers shall be placed at intersections to denote the direction of lines entering and exiting the intersection. A permanent warning tape should be placed one (1) foot above all underground utility lines.
- E. All tile line locations encountered during construction shall be protected in accordance with I.A.C. 199-9.2(479).
- F. No underground utility lines shall cross over a driveway or cross-road 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. Operations in the construction and maintenance of said public utility line shall be carried on in such a way as not to interfere with or interrupt traffic on said highway.
- I. A joint assessment of the road surfacing will be made by the applicant and the county engineer both before and after construction. After construction, granular surfacing, if needed, shall be added to the road by the applicant to restore the road to its original condition.
- J. A joint assessment of the areas within the right-of-way affected will be made by the applicant and the county engineer before and after construction. If needed, a list of items requiring correction will be developed and sent to the applicant. Areas within the right-of-way damaged by the installation shall be repaired and restored to at least its former condition by the applicant within 30 days of the issuance of the correction list. If the corrections are not made within the specified 30 days, the county reserves the right to make said corrections and the cost of the repair work caused to be performed by the county will be assessed against the applicant.
- K. All trenches, excavations, and utilities that are knifed shall be properly tamped. When a carrier, pipe, conduit or cable is placed by open trench construction beneath a dirt roadway or driveway or within five feet of the edge of an existing or proposed pavement or gravel road, the backfill within the roadway or driveway shall be placed and compacted with suitable material free from boulders, frozen clods, roots and excessive sod and other vegetation in more than six inch lifts from the bottom of the installation to the ground line. Compaction of backfill shall be to the satisfaction of the engineer and consistent with good roadway construction methods.
- L. Paved and gravel road crossings shall be bored. The depth below the road surface shall be a minimum depth of 48 inches for all utility facilities.
- M. The utility facility owner shall keep the number of roadway crossings to a minimum. In individual cases the county may require several facilities to cross in a single conduit or structure. Crossings shall be perpendicular to the roadway alignment unless authorized differently by the county engineer.
- N. The vertical clearance for overhead utility facilities and the lateral and vertical clearances from bridges shall conform to generally accepted industry standard, except where greater clearances are required by the state statute or rule. In no event shall the minimum vertical clearance be less than 18 feet above the roadway for service connections and 20 feet above the roadway for other overhead utility facilities.

- O. All above ground utility facilities shall be placed as close to the right-of-way line in all instances and utility access holes shall be placed below the ground line in all locations unless otherwise authorized by the county engineer. New telephone and water utilities shall be placed in the north or east county right-of-way in the backslope or bottom of the foreslope. New gas and electric facilities shall be placed in the south or west county right-of-way in the backslope or bottom of the foreslope. Variances from this requirement will be considered on an individual basis and approved by the engineer.
6. Non-conforming Work. The county engineer may take any or all of the following actions for non-compliance with any provisions or terms of the permit:
- A. Halt utility construction or maintenance activities within the right-of-way.
 - B. Withhold any permit fee reimbursement until compliance is ensured.
 - C. Revoke the permit.
 - D. Remove the non-compliant construction or maintenance work, restore the area to its previous condition, and assess the removal and restoration costs against the utility facility owner.
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) day 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 of \$100 for each violation. Each day that a violation occurs or is permitted to exist by the applicant constitutes a separate offense.
9. Hold Harmless. The utility company shall save Keokuk County harmless from any damages resulting from the negligence of the applicant. A copy of a certificate of insurance naming Keokuk 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 Keokuk 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.
11. Relocation. The applicant shall, at any time subsequent to installation of utility lines, at the applicant's own expense, relocate or remove such lines as may become necessary to conform to new grades, roadway changes, or widening of right-of-way 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 the twenty years, if neither of the parties object in writing, the permit will automatically renew itself.