

**APPLICATION FOR UTILITY INSTALLATION
ON JACKSON COUNTY RIGHT-OF-WAY**

(Remember Iowa One Call before you dig – 1-800-292-8989)

APPLICANT NAME: _____

STREET ADDRESS: _____

CITY, STATE & ZIP CODE: _____

PHONE NUMBER: _____ FAX: _____

CONTACT PERSON: _____

BRIEF DESCRIPTION OF WORK CONTEMPLATED (Include Township, Range and Section number and Road ID):

1. Permit Fee: \$100.00 for permits covering up to 10 miles of utility installation
\$10.00 per each additional mile of utility installation
2. LOCATION PLAN: An Applicant shall file one (1) completed location plan as an attachment to Utility Permit Application. The location plan shall set forth the location of the proposed line and poles and anchors on the Secondary Road System. This plan shall locate the line by showing offsets from the roadway centerline and include a description of the proposed installation.
 - A. The applicant shall not trench within the road or shoulder of the road. Trenching (or other utility work) shall be done as close as possible to the right-of-way line. An exception may be granted with approval of the County Engineer, with the applicant providing a written explanation of the reasons for the exception and clearly marking the exception on the location plan.
 - B. Approved exceptions to trench in the road or shoulder shall be required to fill and compact the top six (6) inches of the trench with county-approved road stone. An alternative would be for the applicant to place county road stone at a rate of 100 tons per mile on the road and road shoulder in the area that work is occurring. No road or shoulder trenching shall occur between October 1st and April 14th unless done under emergency conditions.
3. NOTICE TO PROCEED: The Applicant agrees to give the County as least two (2) working days notice prior to installation.
4. INSPECTION: **The County Engineer may provide an inspector at his/her discretion during installation. If an Inspector is required, the Applicant will pay the cost of the Inspector.**
5. REQUIREMENTS: The Applicant shall meet the following requirements:
 - A. All necessary construction signing shall comply with the Manual Uniform Traffic Control Devices.
 - B. The minimum cover of utility facilities in the right-of-way shall be:
 1. 48 inches for electrical cables and water lines
 2. 30 inches for communication cables
 3. 36 inches for all other underground facilities

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 Engineer shall determine the minimum depth in these situations. The County Engineer may require additional depth in areas identified as 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.
 - D. All tile line locations encountered during construction shall be protected in accordance with I.A.C. 199-9.2(479).
 - E. No underground utility lines shall cross over a driveway or crossroad drainage structure.

- F. 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.
- G. The Applicant will, at any time subsequent to placing cable, pipe line, tile line or stockpass and at his own expense, relay, reconstruct or encase his lines as may become necessary to conform to new grade, alignment or widening right-of-way, resulting from maintenance or construction operations by Jackson County irrespective if whether or not additional right-of-way is acquired in connection with such highway improvement. The Applicant agrees to do this promptly on order by Jackson County and without cost to the County. The County will endeavor to give Applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way that is likely to disturb Applicants property. The County assumes no responsibility for damages to Applicant’s property occasioned by any construction or maintenance operations.
- H. Cable, pipeline, tile line or stockpass crossings shall be constructed as follows:
 - 1. Water mains 2 inches or less inside diameter shall be copper or cast iron.
 - 2. Water mains of more than 2 inches inside diameter shall be cast iron and encased. The casing shall be of adequate strength, and of sufficient length to extend 2 feet beyond the edge of the shoulder line.
 - 3. Pressure sewer lines shall meet the same requirements as water mains.
 - 4. Gravity sewer lines and tile lines shall be cast iron pipe or an approved extra strength pipe and need not be encased.
 - 5. Underground telephone and electric cables shall be installed in a casing.
 - 6. Natural gas service lines and mains in town distribution systems need not be encased except as may be required according to the rules of the IA State Commerce Commission.

On paved roads, cables, pipelines and casing may be placed through the sub- grade by jacking, or by boring a hole just large enough to take the line; or if the County Engineer approves, a tunnel may be dug through and the cable, pipeline casing or stockpass placed therein. On Roads not paved, an open trench may be dug and the cable, pipeline, tile line or stockpass placed therein, and the trench backfilled over the line. All backfill of tunnels and trenches shall be thoroughly compacted in layers of 6” or less in depth. All work shall be done in a workmanlike manner, and the ground left in a neat condition satisfactory to the County Engineer.

- I. Pipe lines conveying gas, natural or artificial, oil, gasoline, motor fuel or other inflammable substances under and across County roads shall be installed in accord with rules of the IA State Commerce Commission and American Standard Transmission and Distribution Piping System requirement.
 - J. Utility poles must be placed as close to the right-of-way line as possible. The clear zone must be maintained for the safety of the traveling public.
6. Insurance requirements: The applicant/utility company shall provide Jackson County, within 30 days prior to commencing work, a certificate of insurance showing the following coverages:
- A. General Liability Insurance – with a minimum of \$3,000,000 per occurrence
 - B. Automobile Liability Insurance – with a minimum limit of \$3,000,000 per occurrence.
 - C. Workers’ Compensation – Statutory
 - D. Employer’s Liability – with a minimum limit of \$1,000,000
 - E. Jackson County shall be named as an additional insured to the General Liability coverage.
7. This permit is subject to any laws now in effect or any laws that may be hereafter enacted.
8. This application is subject to revocation by the Board of Supervisors at any time, when in the judgment of the Board and County Engineer, it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

RECOMMENDATIONS

Recommended for Approval By:

Name of Company	Authorized Signature
County Engineer	Date
Chairman, Board of Supervisors	Date