

**Application for Approval of Utility Construction - City of Walcott Right-of-Way**

This is a Utility Permit Application for non-franchised telecommunications utilities. The applicant agrees to comply with the following permit requirements. Compliance shall be determined by the sole discretion of the Public Works Director as deemed necessary to promote public health, safety and the general welfare. These requirements shall apply unless waived in writing by the Public Works Director prior to installation.

Applicant Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State & Zip Code: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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 road system and include a description of the proposed installation.

2. Written Notice. At least ten (10) working days prior to the proposed installation, an applicant shall file with the Public Works Director, or his designee, a written notice stating the time, date, location and nature of the proposed installation.

3. Inspection. The Public Works Director may provide an inspector during the installation of all lines to insure compliance with this Utility Permit. The inspector may 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 to make any inspection or test that is reasonably necessary to protect the public health, safety and welfare.

4. Inspection Fee. Upon approval of the application by the City Council, the Utility Permit will be issued by the Public Works Director upon payment of the required prepaid inspection fee made payable to the City of Walcott. The fee shall be determined based on the scope of the project and the expected costs to the City for required inspections.

5. Requirements. The installation inspector shall assure that the following requirements have been met:

A) Construction signing shall comply with the Manual on Uniform Traffic Control Devices.

B) Depth – (Add additional depth if ditch has silted to the thickness of the deposited silt.)  
The minimum depth of cover shall be as follows:

Telecommunications.....36"	Electric.....48"
Gas.....48"	Water.....60"
Sewer.....60"	

Height – The minimum height over the surface of the roadway for overhead installations shall be 18’.

- C) The applicant shall use reference markers in the right of way (R.O.W.) boundary to locate line and changes in alignment as required by the Public Works Director. A permanent warning tape shall be placed one (1) foot above all underground utility lines. If the applicant cannot sufficiently determine the (R.O.W.) line they shall request that the Public Works Director provide markers on the (R.O.W.) line to facilitate placement.
- D) All tile line locations shall be marked with references located in the (R.O.W.) line.
- E) No underground utility lines shall cross over a 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) A joint assessment of the road surfacing shall be made by the applicant and the Public Works Director both before and after construction. After construction, granular surfacing shall be added to the road by the applicant to restore the road to its original condition. After surfacing has been applied, the road surface shall be reviewed by the Public Works Director once the road has been saturated, to determine if additional surfacing on the roadway by the applicant is necessary.
- H) All damaged areas within the (R.O.W.) shall be repaired and restored to at least its former condition by the applicant or the cost of any repair work caused to be performed by the City will be assessed against the applicant.
- I) Areas disturbed during construction which present an erosion problem shall be solved by the applicant in a manner approved by the Public Works Director.
- J) All trenches, excavations, and utilities that are knifed shall be properly tamped.
- K) All underground utilities shall be located between the bottom of the back slope and the bottom of the fore slope, unless otherwise approved in writing by the Public Works Director prior to installation.
- L) Road crossings shall be bored. The depth below the road surface shall match the minimum depth of cover for the respective utility.
- M) Utility Poles shall be placed just inside the right of way (R.O.W.) line to provide adequate clearance from the roadway. Guy lines shall not be placed closer to the road than the bottom of the fore slope.

6. Non-Conforming Work. The Public Works Director may halt the installation at any time if the applicant’s work does not meet the requirements set forth in this Utility Permit.

7. 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 fourteen (14) days of initiation of the work. All emergency work shall be done in conformity with the provisions of this ordinance and shall be inspected for full compliance.

8. City Infraction. Violation of this permit is a City infraction under Iowa Code Sec. 364.22. 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 this City harmless of any damages resulting from the applicant's operations. A copy of a certificate of insurance naming this City as an additional insured for the permit work shall be filed in the Public Works Director's office prior to installation. The minimum limits of liability under the insurance policy shall be \$1,000,000.

10. Permit Required. No applicant shall install any lines unless such applicant has obtained a Utility Permit from the Public Works Director and has agreed in writing that said installation will comply with all ordinances and requirements of the City for such work. Applicants agree to hold the City 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, alignment or widening of (R.O.W.) resulting from maintenance or construction operations for highway improvements.

12. Appeal Process. If the Public Works Director does not approve a permit, the company requesting will have fifteen (15) days to appeal the decision to the Walcott City Council.

DATE \_\_\_\_\_

\_\_\_\_\_  
NAME OF COMPANY

BY:

\_\_\_\_\_  
Please sign in BLUE ink

RECOMMENDED FOR APPROVAL:

DATE \_\_\_\_\_

\_\_\_\_\_  
Public Works Director