

CONSTRUCTION PERMIT APPLICATION

CLARKE COUNTY, IOWA

PERMIT NUMBER _____

DATE OF PERMIT _____

DATE OF EXPIRATION _____

This is a Construction Permit Application for general construction in the Clarke County Right-of-Way (ROW). 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 sole discretion of the Clarke County Engineer. These requirements shall apply unless waived in writing, due to unique local conditions, by the Clarke County Engineer prior to proposed work being performed; any such waiver shall be attached to the permit. This permit is not intended to conflict with any utility owner's rights or duties mandated in Chapters 388, 390, 474, 476A, 477, 478, 479, 479A, or 480 of the Iowa Code or by the Iowa Utility Board or other State or Federal regulations.

APPLICANT NAME: _____

STREET ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____ **FAX:** _____

POINT OF CONTACT _____

TOWNSHIP _____ **SECTION** _____

DESCRIPTION: TYPE OF CONSTRUCTION _____

on Secondary Route _____ **from** _____ **to**

_____, **a total distance of** _____ **feet as shown on the attached map.**

1. Location Plan: The applicant will file (with this application) a plat or drawing showing the location of the proposed work on the secondary routes. This drawing will hereby become a part of this agreement. The description of the work shall include complete details of all work to be performed.

2. Notice to Proceed: At least two (2) working days prior to beginning the proposed project the applicant shall file with the County Engineer's office a notice (either in writing or by calling (641) 342-2716) Monday - Friday, 7:30 - 4:00 stating the start time, date and location of the actual project.

3. Inspection: The Clarke County Engineer may, at his or her discretion, provide an inspector who will be available or on site during all construction and clean up on the right-of-way to insure compliance with this construction 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 owner/contractor shall provide reasonable cooperation.

4. Inspection Fee: Upon approval of the application by the Board of Supervisors, the Construction Permit will be issued by the County Engineer contingent upon the applicant's agreement to pay the actual inspection costs, if any, for inspection conducted by the office of the Clarke County Engineer. Prepayment of such costs is not required if the applicant posts a surety bond or other proof of financial responsibility, which posting or showing may be made on an annual basis. Otherwise, a prepaid inspection fee made payable to "Clarke County Secondary Roads" may be assessed as follows:

Telecommunications	\$600
Gas	\$600
Sewer	\$600
Electric	\$600
Water	\$600
All Other Work.....	\$2,000

Upon completion of the project, the County Engineer shall provide the applicant with a billing for actual cost of services rendered. Such billing will be paid within thirty (30) days of receipt. In the event of a prepaid inspection fee, the Clarke County Engineer shall provide a billing and refund of any excess payment to the applicant within thirty (30) days.

5. Requirements: The applicant shall meet the following requirements:

- A. Construction signing shall comply with the Manual of Uniform Traffic Control Devices.
- B. The minimum cover for buried utilities in the right-of-way shall be:
 - 1) 48 inches for electrical cables
 - 2) 48 inches for water lines
 - 3) 30 inches for communication cables
 - 4) 36 inches for all other underground facilities

In critical areas where this cover cannot be obtained, other protective measures may be approved by the Clarke County Engineer. 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 shall determine the minimum depth in these situations. The Clarke County Engineer may require additional depth in areas identified for future construction or silt removal.

- C. The applicant shall use reference markers in the right-of-way boundary to locate lines and changes in alignment.
- D. No underground utilities shall cross over a crossroad or driveway drainage structure.
- E. Residents along the construction route shall be provided uninterrupted access to the public roads. An all weather access shall be maintained for residents adjacent to the project.
- F. A joint assessment of the road surfacing may be made by the applicant and the Clarke County Engineer both before and after construction. After construction, granular surfacing shall be added to the road, at the applicant's expense if necessary, to restore the road to its original condition. Additional rock surfacing may be required once the road surface is surfaced. Such additional surfacing, if required, will also be at the applicant's expense.
- G. Areas within the right-of-way damaged by the project, shall be repaired and restored to at least their former condition by the applicant or the costs of the repair work caused to be performed by the County (or a third party, at the County's option) will be assessed against the applicant.

- H. Areas disturbed by the applicant during the project which may result in or create an erosion problem shall be solved or corrected by the applicant in a manner approved by the County Engineer.
- I. All trenches, excavations and utilities which are “Knifed” shall be properly compacted after installation.
- J. All road crossings will be bored at least forty-eight (48) inches below the road surface.
- K. When utility lines are being placed on private property but must be diverted to the public right-of-way for whatever reason, the applicant must obtain specific permission from the Clarke County Engineer’s office (641) 342-2716 before any excavation starts in the county’s right-of-way.
- L. All trenches constructed longitudinally along the road shall be placed not closer to the roadway than one (1) foot from the toe of the foreslope.
- M. The applicant will at any time subsequent to completing the project and at his own expense, relay, reconstruct, encase his lines or perform whatever work is necessary as may become necessary to conform to new grades, alignment or widening right-of-way, resulting from maintenance or construction operations by Clarke County irrespective of 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 Clarke County, and without cost to the County. If the applicant is unable to comply promptly, Clarke County may cause the work to be done, and the applicant will pay the cost thereof upon receipt of statement.
- N. The permit holder shall be responsible for contacting all applicable utility companies through “Iowa One Call” for the purpose of locating any and all utilities within or near the area of work to be performed by approval of the permit. **The “Iowa One Call” phone number is 1-800-292-8989 and should be called 48 hours, excluding weekends and holidays, prior to digging.**
- O. All crossing of roads, driveways, culvers, etc. shall be bored and cased.

Clarke County will endeavor to give the applicant sufficient notice of any proposed construction or maintenance work, on either existing or newly acquired right-of-way, that is likely to expose, cover up, or disturb any facilities belonging to the applicant, in order that the applicant may arrange to protect his facilities. Clarke County will inform contractors and others working on the job, of the locations of the lines so that reasonable care may be taken to avoid damaging the applicant’s facilities. Clarke County and the Board of Supervisors or their employees shall assume no responsibility, however, for failure to give such notice.

6. Non-Conforming Work: The Clarke County Engineer may halt the project/construction at any time if the applicant’s work does not meet the requirements set forth in this construction permit.

7. Emergency Work: In emergency situations, work may be initiated by an applicant without first obtaining a construction permit. However, the Clarke County Engineer shall be notified via telephone or fax (641) 342-3893 as soon as possible and a Construction Permit must be requested within five (5) days 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 one hundred dollars (\$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 contractor/applicant shall save Clarke County and its employees, agents, and assigns harmless from any damages resulting from the applicant’s and employee’s and agent’s operations. A copy of a certificate of insurance naming Clarke County its employees, agents, and assigns, as an additional insured

for the permitted work shall be provided to the Clarke County Engineer prior to beginning construction. The minimum limits of liability under the insurance policy or proof of self insurance shall be \$1,000,000.00.

10. Permit Required: No applicant shall perform any work within public right-of-way unless such applicant has obtained a Construction Permit from the Clarke County Engineer. Applicants agree to hold the County free from liability for any and 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 construction of the permitted project, at the applicant's own expense, relocate or remove such work as may become necessary to conform to new grades, alignment or widening of ROW resulting from maintenance or construction operations for highway improvements conducted by Clarke County.

12. Term of Permit: This permit shall expire six (6) months after approval by Clarke County as indicated hereinafter. If the applicant/contractor has not initiated the work permitted herein, the applicant/contractor shall reapply for this Construction Permit.

Date: _____

Name of Company _____

By: _____

Recommended for Approval:

Date: _____

By: _____

County Engineer

Date Approved: _____

By: _____

Chairman, Clarke County
Board of Supervisors