

RIGHT-OF-WAY PERMIT APPLICATION

SCIOTO COUNTY ENGINEER

Permit Fee: *Free* Late Fee: *\$200.00*
Road Cut Fee (as applicable): *\$500.00 each*

602 Seventh St., Room 401 Courthouse
Portsmouth, Ohio 45662

Application is hereby made to work within the county or township roadway right-of-way limits by:

APPLICANT INFORMATION

CONTRACTOR

COMPANY NAME _____
STREET _____
CITY _____ STATE _____
ZIP _____ PHONE (____) _____
FAX (____) _____ ENGINEER _____

NAME _____
STREET _____
CITY _____ STATE _____
ZIP _____ PHONE (____) _____
EMERGENCY PHONE (____) _____

Road _____ Address Number _____ Township _____

North South East West Side of Road Between _____ Road and _____ Road

WORK TO BE COMPLETED

(check all that apply)

- Emergency Repairs (see Section I) Service Line Installation or Extension of Utility (see Section II) Road Bore (see Section II & III)
- New Installation (see Section II) Non-emergency Repair or Replacement of Utility (see Section II) Road Cut (see Section I, II & IV)

Describe work in detail. Attach plan or drawings showing exact location, dimensions, type of installations and details.

Utility: Gas Electric Phone Cable Water Sewer Other: _____

Which of the following applies to the work to be done?

- Work will be completed on the shoulder and there will be no obstruction on the pavement.
- All or part of one lane of traffic will be impeded during the operation.
- All or part of both lanes of traffic will be impeded during the operation.
- Other (describe) _____

Work will begin on or about what date? _____ Completed? _____

WORK PROVISIONS

I, the undersigned, understand that the Scioto County Engineer, Scioto County Commissioners and Township Trustees assume no responsibility or liability for the work done under this permit and that all work shall be done at no cost to the County or Township. All work shall be done in accordance with the specifications of the Scioto County Engineer, the State of Ohio Department of Transportation Construction and Material Specifications, the Ohio Manual of Uniform Traffic Control Devices, OSHA standards, and any supplemental and special provisions deemed necessary or as stated on the permit as special provisions or conditions. This permit is for this work only and any future installations, repairs, or reconstruction will require a new permit. The County Engineer reserves the right at his discretion to order the removal, reconstruction, relocation, adjustment or repair of any work performed under a permit at the owner's expense and if not promptly performed the County Engineer may correct with the owner reimbursing the County Engineer for any and all expenses. This permit may at any time be revoked or annulled by the County Engineer for non-performance of or non-compliance with any of the said conditions, restrictions and regulations hereof. All future maintenance of the lines, equipment or appurtenances installed is the responsibility of the applicant/owner. At no time will the County or Township be held responsible for damage to the facilities in the road right-of-way. No exceptions to these rules or regulations shall be granted except by written permission of the County Engineer and his decisions shall be final.

The applicant and all contractors shall be responsible for calling the Ohio Utilities Protection Service and all non-members prior to commencing work per the Ohio Revised Code. Permit holder hereby accepts responsibility for any pavement distresses, berm failure, trench settlement, and/or restoration work repairs necessary which occur within twelve (12) months from completion of the work, if determined by County Engineer to have resulted from operations in right-of-way. Applicant shall assume all responsibility for protection of County owned water, sanitary sewer, drainage structures and other facilities/appurtenances within road right-of-ways and easements, and shall fully compensate the County agency for the repair or replacement of any such facility/appurtenance damaged as a result of any work.

The approval of this permit is not a confirmation, verification or admission by the County Engineer or staff as to the location of the existing Right-of-Way or possible existing easements. The County strongly recommends that the Applicant consult with an Ohio Registered Professional Surveyor as to the location of the existing Right-of-Way and any easements. Furthermore, the applicant is fully responsible for trespassing on privately held property and shall indemnify and hold the County and Township harmless from any claims of trespass. This permit is valid only within the right-of-way of the public road.

I hereby accept and agree to all terms, conditions, and restrictions so far as they apply to work to be done under the permit as issued. I further agree to assume the responsibility for and will hold Scioto County, the political subdivisions thereof, and their duly elected officials and the successors in office harmless for any and all claims for personal injuries and property damages, will assume all liability of said County and shall defend any action that might be brought due to this work. The acceptance of this permit or the performance of any work hereunder shall constitute an agreement by the party or parties to whom the permit is granted to comply with all the conditions and restrictions printed or written herein, or attached hereto. The terms, conditions, and restrictions relating to this permit shall be assumed by applicant's grantees, successors, and assignees. Responsibility under this permit will remain in force until a release has been obtained from the Scioto County Engineer.

Applicant's signature & title (on line above)

Date

GENERAL SPECIFICATIONS:

1. All construction must comply with the Scioto County Engineer Standards and the specifications set forth by the Scioto County Engineer.
2. Trenches and bore pits shall be backfilled per trench restoration standards of the Scioto County Engineer with trenches having a top excavated trench width no wider than eighteen (18) inches greater than Trench Width specified in detail. Trenches and bore pits closer than five (5) feet from the edge of any road surface will not be permitted without special permission and conditions from the County Engineer. All trenches and bore pits shall be backfilled and restored as closely as possible to completion of excavation and safe protection of trench and pit shall be maintained.
3. The distance from the edge of the pavement to the near edge of the trench shall be equal to or greater than the depth of the trench. If the distance from the edge of the pavement to the edge of the trench or pit is less than the depth of the trench or as required by the County Engineer, the trench shall be sheeted, shored and/or braced in such a manner as to prevent caving, loss, or settlement of the foundation material supporting the pavement.
4. If the roadway pavement, roadside shoulders, tiles or ditches are damaged either by construction, construction equipment or by excessive weight the owner/contractor will make complete restoration as advised by the County Engineer. Ample protection shall be provided for all paved surfaces.
5. The applicant and/or the contractor(s) are responsible for all maintenance of traffic and traffic control devices necessary for the safe passage and protection of the traveling public while safely performing the work under the terms of this permit. All work zones shall be set up per current edition of the Ohio Manual of Uniform Traffic Control Devices and per any instructions provided by the Scioto County Engineer.
6. The right-of-way and all appurtenances must be promptly restored to a condition as good or better than existed prior to the work.
7. Whenever road surface is removed or disturbed to provide for the work, the area shall be maintained by the contractor at all times until such road surface is replaced to the satisfaction of the County Engineer. Steel plates or suitable surface shall be used to maintain traffic until work is complete.
8. All lines shall be installed at a sufficient depth of **at least eighteen (18) inches below the county ditch line or at least thirty-six (36) inches below road grade whichever is greater.** All lines shall be located around or under existing structures (culverts, bridges, etc.) as permitted and directed by the County Engineer. A separation of 1 foot between the utility and storm sewer is required, with the storm sewer being above the utility.
9. All buried lines shall be installed with underground warning tape placed 12" above line. All non-ferrous lines shall also be buried with a locator wire.
10. Lines shall be constructed and installed to meet federal minimum safety standards.

SECTION I: Emergency Repair Specifications

1. Utility shall call 24 hours a day at (740) 259-5541 and notify the Engineer's Office of any repairs in or affecting roadway. Utility shall complete this application and submit to the Engineer's Office during the next available office hours. Any violation of this will result in application of the late fee.
2. All other specifications, standards, requirements and sections of this permit will remain in effect.

SECTION II: Utility Installation Specifications

1. Longitudinal utility installations within the right-of-way limits shall be located between roadside ditch and right-of-way line unless otherwise permitted by County Engineer. Location between road and ditch shall be by special permission. Longitudinal installations along the highway shall be constructed on a line as parallel to the centerline of the highway as possible. Where utility crosses the highway, it shall be installed on a line at right angles to the center line thereof and at the horizontal and vertical alignment which will not limit the effectiveness of the existing or future road development.
2. Lines of any type carrying gas or liquid under pressure shall be equipped with an adequate number of valves in vicinity of highway to isolate sections.
3. The preferred utility pole location is 1 foot from right-of-way line and preferred location of fire hydrants, telephone pedestals and above ground appurtenances is within 2 feet from right-of-way line. Utility poles may be permitted behind ditch or in ditch backslope at the discretion of the County Engineer. Any pole located within the clear zone as defined in the Ohio Department of Transportation Location and Design Manual may need to be protected or of a breakaway design. Utilities shall be located as safely as possible and practical given roadway traffic and right-of-way constraints.
4. All aerial crossings of the highway system shall be limited and maintain a minimum clearance of 18'6" to avoid plow truck bed interference.
5. If a subsurface tile is encountered, it is the applicant's responsibility to repair the tile to the condition before the work was started.
6. When requested by the County Engineer, any manhole, valve, etc. installed in right-of-way shall be adjusted to grade by the utility/applicant at their cost whenever and as needed by the County Engineer.

Also include the following information:

- A. Distance line construction will occur off edge of pavement _____ feet.
- B. Average width of open trench _____ feet. Average depth of open trench _____ feet.

SECTION III: Road Bore Specifications

1. Bore pit shall be located a minimum of 5 feet from the edge of pavement/gravel.
2. All bore diameters 2 inches or larger must be auger bored or directional bored. The maximum diameter for any bore is 1 inch greater than the pipe size. If directional bore is used then a cutting head attachment and drilling solution required. Lines exceeding 2" in diameter or 5 psi require casing.
3. Road bore casing shall extend a minimum 5 feet from edge of pavement and both ends shall be sealed with non-shrink grout and provide weep hole.

Also include the following information:

- A. Distance bore pits will be constructed off edge of pavement _____ feet. Size of bore pits (width, length and depth) _____ feet.

SECTION IV: Road Cut Specifications

1. Longitudinal installation within the road when permitted to be of open cut method by the County Engineer shall require road reconstruction per Scioto County Engineer "Road Reconstruction Detail". Small road cuts shall be restored according to the County Engineer "Pipe Bedding and Trench Detail".

- A. Conditions necessitating opening of pavement _____
- B. The opening in the pavement will be approximately _____ feet long by _____ feet wide by _____ feet deep.
- C. Pavement is to be replaced by: _____ as directed by and to the complete satisfaction of the Scioto County Engineer.

PERMIT PROVISIONS:

- **Permits are valid for 1 year from the date of approval by the Engineer.** A 6 month extension may be granted provided.
- Roadside drainage shall be protected and maintained at all times then completely restored when line work is completed in area.
- Cutting of pavement is NOT permitted except for emergency repairs or when specifically authorized.
- Operation of construction equipment from or on the roadway shall be prohibited unless approved by the County Engineer.
- A bond or check deposit in an amount deemed necessary by the County Engineer may be required to insure full and faithful compliance with terms of permit.
- At the County Engineer's request, a representative of the applicant and a representative of the County Engineer will view the site prior to construction or mark site.
- The pavement and berms must be kept clean of dirt, mud and debris at all times. Excavated materials shall not be piled, broadcast or stockpiled on road surface.
- The applicant shall at all times keep said work free from leaks and in good state of repair so that no damage or injury will be done.
- At any time utility is contacted to locate its utilities by the County, Engineer's Office, or on behalf by OUPS, the utility shall stake and mark the location of the underground facilities in the requested area in such a manner as to indicate their course and the approximate depth at which they are installed.
- Applicant/owner shall notify the Scioto County Engineer of any termination of use or abandonment of any items installed within right-of-way.
- Any variation from permit plans shall be documented with an as-built set of plans submitted to the Scioto County Engineer's Office.
- If the equipment/facilities installed under this permit are owned and/or maintained by a utility company, the utility company must sign this application.