

**GRUNDY COUNTY**  
**UTILITY PERMIT APPLICATION**  
22580 M Avenue; PO Box 127  
Grundy Center, IA 50638  
P:319.824.6912



**Official Use Only:**

\_\_\_\_\_ Permit No

\_\_\_\_\_ Approved Date

\_\_\_\_\_ County Engineer

\_\_\_\_\_ Board of Supervisor Chair

**Email applications to:**  
[engineer@grundycountyiowa.gov](mailto:engineer@grundycountyiowa.gov)

**Application Fee: \$** \_\_\_\_\_

This is a Utility Permit Application for telecommunications, electric, gas, water and sewer utilities. The applicant agrees to comply with the following permit requirements. Compliance shall be determined by the sole discretion of the County Engineer as deemed necessary to promote public health, safety and the general welfare. These requirements shall apply unless waived in writing by the County Engineer prior to installation.

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
Street; City, State, Zip Code

**Doing work for Company:** \_\_\_\_\_

**Return Application to:**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Authorized agent's name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Type & Description of work:** (example replace existing gas main with 3/4" gas main along 151<sup>st</sup> Ave. between X St. to V St. Section 42 T15 R68)

Empty box for describing the work.

Permanent Installation /OR/  Temporary Installation

- 1) Location Plan. The 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 secondary road system and include a description of the proposed installation.
- 2) Written Notice. At least five working days prior to the proposed installation, the applicant shall file with the County Engineer a written notice stating the time, date, location and nature of the proposed installation.
- 3) Inspection. The County Engineer may provide a full-time inspector during the installation of all lines to ensure compliance with this permit. The inspector shall 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 Fees. The applicant shall pay actual costs directly attributable to the installation inspection conducted by the County Engineer. Within thirty (30) days after completion of the installation, the County Engineer shall submit a statement for inspection services rendered. The applicant agrees to reimburse the county within thirty (30) days of billing.
- 5) Requirements. The installation inspector shall assure that the following requirements have been met:
- a) Construction signing shall comply with the current Manual of 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:
 

Toll Telecommunications.....36”	Electric.....48”	Sewer.....60”
Exchange Telecommunications...30”	Water.....60”	Gas.....48”
  - c) Minimum roadway overhead clearance for utility lines shall be twenty (20) feet.
  - d) 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 County Engineer. A permanent warning tape shall be placed one (1) foot above all underground utility lines, except Exchange Telecommunication lines.
  - e) All tile line locations shall be marked with references located in the R.O.W. line.
  - f) No underground utility line shall cross over a crossroad drainage structure without approval from the County Engineer.
  - 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) A joint assessment of the road surfacing shall be made by the applicant and the County Engineer or his representative 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 County Engineer or his representative once the road has been saturated, to determine if additional surfacing on the roadway by the applicant is necessary.
  - i) 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 county will be assessed against the applicant.
  - j) Areas disturbed during construction which present an erosion problem shall be solved by the applicant in a manner approved by the County Engineer.
  - k) All trenches, excavations, and utilities that are knifed shall be properly tamped.
  - l) All utilities shall be located between the bottom of the backslope and the top of the roadway, unless otherwise approved in writing by the County Engineer prior to installation.
  - m) Road crossing shall be bored under hard surfaced pavements and may be trenched under rock surfaced roadways. The depth below the road surface shall match the minimum depth of cover for the respective utility.
  - n) Any damages that occur to roadway, roadway structures, and/or subsurface tile lines that is a result of said work shall be repaired by the applicant and at the applicant’s cost.
- 6) Non-conforming Work. The County Engineer may halt the installation at any time if the applicant’s work does not meet the requirements set forth in this Utility Permit.
- 7) 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.
- 8) Hold Harmless. The utility company shall save Grundy County harmless of any damages resulting from the applicant’s operations. The utility company shall provide certificate of self-insurance or insurance and require the constructing contractor to provide the County Engineer’s office the same prior to starting installation. The certification of insurance shall name Grundy County as an additional insured for the permitted work. The limits of liability under the insurance policy shall be \$1,000,000.
- 9) Permit Required. No applicant shall install any lines unless such applicant has obtained a Utility Permit from the County Engineer and has agreed in writing that said installation will comply with all ordinances and requirements of the county for such work. Applicants agree to hold the county free from liability for all damages due to applicant’s failure to comply with said ordinances or requirements.
- 10) 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.