



### Utility Accommodation Permit Application

APPLICANT: \_\_\_\_\_,  
(Name of Person or Company)

hereinafter referred to as the Applicant, has requested permission from the Board of Supervisors of Winnebago County, Iowa, hereinafter referred to as Board to construct or install within Winnebago County road right-of-way, hereinafter referred to as the ROW, the following:

**Description of project** (Check all that apply):

- |         |  |       |                                      |               |   |            |  |
|---------|--|-------|--------------------------------------|---------------|---|------------|--|
| Utility | <input type="checkbox"/> Electric      | Work: | <input type="checkbox"/> New         | Installation: | <input type="checkbox"/> Aerial             | Servicing: | <input type="checkbox"/> Acreage/Farm                |
|         | <input type="checkbox"/> Gas           |       | <input type="checkbox"/> Maintenance |               | <input type="checkbox"/> Boring             |            | <input type="checkbox"/> Bin Site                    |
|         | <input type="checkbox"/> Fiber         |       | <input type="checkbox"/> Removal     |               | <input type="checkbox"/> General Excavation |            | <input type="checkbox"/> Commercial                  |
|         | <input type="checkbox"/> Cable / Phone |       |                                      |               | <input type="checkbox"/> Jacking            |            | <input type="checkbox"/> Confinement                 |
|         | <input type="checkbox"/> Water         |       |                                      |               | <input type="checkbox"/> Plowing            |            | <input type="checkbox"/> Existing/Maintenance/Repair |
|         | <input type="checkbox"/> Other _____   |       |                                      |               | <input type="checkbox"/> Trenching          |            | <input type="checkbox"/> Other _____                 |

General Work Description:

\_\_\_\_\_ hereinafter referred to as project.

Attached sheets: (i.e. agreements, plans, maps, etc.): \_\_\_\_\_,

Insurance on file with Winnebago County Engineer's Office

The Board does hereby authorize and give its permission to the Applicant to construct, install, or maintain the said project within the ROW, along and across Winnebago County roads **as shown on the attached location map(s) and plan(s)** under the following terms and conditions:

1. Permit does not convey a permanent occupancy of the ROW.
2. **Said APPLICANT shall:**
  - a. Submit a \$1,000 deposit to be refunded in total less actual cost to Winnebago County to inspect the work and repair damages once the project is complete.
  - b. Be fully responsible for any future adjustments of the facilities within the ROW required by highway construction or maintenance operations. Said project shall not adversely affect the safety, design, construction, operation, maintenance or stability of the present use or future expansion of the ROW.
  - c. Take all reasonable precaution during the construction of said project to protect and safeguard the lives and property of the traveling public and adjacent property owners.
  - d. Indemnify and save harmless Winnebago County from any losses, damages, claims, or demands arising out of or in connection with the Applicants use or occupancy of the ROW.
  - e. Contact Iowa One Call and request the location of any underground utilities forty-eight (48) hours before project commences.
  - f. Provide forty-eight (48) hour notice to the Winnebago County Engineer's Office of its intention to commence construction of said project.



- g. Within forty-eight (48) hours of project completion, contact the Winnebago County Engineer's Office for final inspection, corrections and /or acceptance of said project.
  - h. Minimize interruption to traffic and provide and maintain traffic control, including flagging, installation, removal, and maintenance.
  - i. Be responsible for any contractor, stated herein, or not, working for the Applicant under this permit.
  - j. At their expense, restore ROW surface to pre-project conditions upon completion of said project.
  - k. Repair any damage to property, public or private, within the ROW at no cost to Winnebago County. This property shall include but is not limited to drain tile, intakes, culverts or structures.
  - l. Backfill and compact any material removed from any roads or ROW as directed by the Winnebago County Engineer. Backfilling of trenches, jacking, or boring pits shall be in such a manner that settlement is minimized. Backfilling operations may require multiple, tamped lifts. At no time shall any of the above excavation be left open overnight without proper protection, signing and warning by the Applicant.
  - m. Complete project in a manner that minimizes disturbance to any other contractor working in the ROW.
  - n. Park and/or store vehicles, equipment and materials as close to the ROW boundary as possible.
  - o. Protect from disturbance, all survey monuments (i.e. section corners, GPS monuments, property corners) and agrees to reimburse Winnebago County any expenses associated with the restoration of said monuments.
  - p. Retain a copy of project permit(s) on the construction site at all times for examination.
  - q. Provide the Winnebago County Engineer a copy of certificate of insurance naming Winnebago County as an additional insured or proof of self-insurance at a minimum liability limit of \$1,000,000 prior to project.
3. Minimum depth requirement for all underground utilities: under roadways, 4 feet; under waterways, 10 feet; and for other portions of the ROW:
- a. 60 inches water and sewer
  - b. 48 inches for gas and electrical
  - c. 36 inches for all other facilities
4. The Board may request an Agreement with the Applicant, to become a part of this permit for conditions not stated herein.
5. Non-compliance with any of the terms of this permit may be considered cause for shutdown of operation, or revocation of this permit. The cost of any work caused to be performed by Winnebago County in removal of non-complying construction or repair of damaged property will be assessed against the Applicant.

**Contractor Information:**

\_\_\_\_\_  
(Printed Name of Contractor)

\_\_\_\_\_  
(Printed Name of Contractor)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
(Phone Number)



WINNEBAGO COUNTY ROAD DEPARTMENT  
County Engineer's Office

126 South Clark Street  
Forest City, Iowa 50436

641.585.2905

[www.winnebagoountyiowa.gov](http://www.winnebagoountyiowa.gov)

**Acceptance of Conditions:** I agree to follow all conditions as set forth in this utility accommodation permit.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Name (please print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

**RECOMMENDED FOR APPROVAL:**

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

**BOARD OF SUPERVISORS OF  
WINNEBAGO COUNTY, IOWA**

\_\_\_\_\_  
Chairman of the Board

**ATTEST:**

\_\_\_\_\_  
County Auditor