**WINNEBAGO COUNTY ROAD DEPARTMENT**
County Engineer's Office

www.winnebagocountyiowa.gov

126 South Clark Street
Forest City, Iowa 50436

Phone: 641.585.2905
Fax: 641-585-2891
engineer@winnebagocountyiowa.gov

# Work in the Right-of-Way Permit Application

Fee: $25.00
☐ Paid | Check No. _____

## Section A – Issued to:

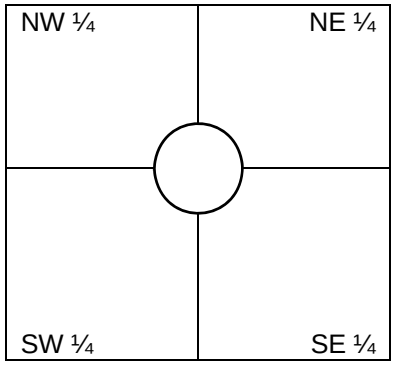
| | |
|---|---|
| Applicant Name: | Applicant: ☐ Land Owner ☐ Tenant ☐ Contractor |
| Mailing Address: | Email Address: |
| City: State ZIP Code | Phone: |

## Section B – Project Information:

| |
|---|
| Land Owner: |
| Township: Section: Quarter: |
| Description of Work: |
| Conditions (Completed by County): |

## Section C – Location

Please indicate project location on the section plat and sketch as necessary. Label roads and section number. Draw and label drainage ditches, acreages, or other features if applicable.




☐ Attached plans, maps, etc.:_____

**Said APPLICANT shall**:

1. 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.
2. 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.
3. Contact Iowa One Call and request the location of any underground utilities forty-eight (48) hours before project commences.
4. Provide forty-eight (48) hour notice to the Winnebago County Engineer's Office of its intention to commence construction of said project.
5. 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.
6. Minimize interruption to traffic and provide and maintain traffic control, including flagging, installation, removal, and maintenance.
7. Restore ROW surface to pre-project conditions upon completion of said project.
8. 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.
9. Park and/or store vehicles, equipment and materials as close to the ROW boundary as possible.
10. 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.
11. Retain a copy of project permit(s) on the construction site at all times for examination.

**Approval by Jurisdiction:**

**X** _____
Winnebago County Engineer's Office Date

**Acceptance of Conditions:** I agree to follow all conditions of the Winnebago County Road Access Policy and contents of this permit.

**X** _____
Property Owner (applicant) Date