

# UTILITIES INSTALLATION PERMIT

MOFFAT COUNTY ROAD DEPARTMENT  
P. O. BOX 667  
822 E. 1<sup>ST</sup> STREET  
CRAIG, CO 81626

PERMIT NUMBER: \_\_\_\_\_  
ROAD NUMBER: \_\_\_\_\_  
DATE ISSUED: \_\_\_\_\_  
BOND NUMBER: \_\_\_\_\_

PERMITTEE NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
\_\_\_\_\_

LOCATION: Applicant hereby requests permission to place, construct and thereafter maintain a \_\_\_\_\_  
along or across Moffat County Road No. \_\_\_\_\_ from/at \_\_\_\_\_ to \_\_\_\_\_.  
Name of party or Organization performing work: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Representative Name: \_\_\_\_\_ Job Name/Number: \_\_\_\_\_

1. METHOD OF INSTALLING ALONG RIGHT-OF-WAY (IF OPEN TRENCH, EXPLAIN WHY NECESSARY.)  
 OPEN TRENCHING                       RIP OR PLOW                       OTHER \_\_\_\_\_

2. METHOD OF INSTALLING UNDER ROADBEDS (IF OPEN TRENCH, EXPLAIN WHY NECESSARY)  
 BORING                       JACKING                       OPEN TRENCH                       OTHER \_\_\_\_\_

3. UNDERGROUND CONSTRUCTION

CONDUIT	INSTALLATION	CASING
<input type="checkbox"/> MULTI DUCT TILE	PIPE CLASS _____	STEEL PIPE _____
<input type="checkbox"/> TRANSITE	TYPE BEDDING _____	OTHER TYPE _____
<input type="checkbox"/> CLAY OR CONCRETE	SERVICE TYPE _____	SIZE _____
<input type="checkbox"/> STEEL, CAST OR PLASTIC	SIZE _____	DEPTH _____
<input type="checkbox"/> OTHER _____	DEPTH _____	

4. UNDERGROUND AND AERIAL CONSTRUCTION – ATTACH DETAILED PRINT SHOWING TYPE AND LOCATION OF INSTALLATION.

5. AREA TO BE DISTURBED

TRAVELLED SURFACE	SHOULDER	OUTSIDE ROADWAY
<input type="checkbox"/> GRAVEL	<input type="checkbox"/> GRAVEL	<input type="checkbox"/> DITCH
<input type="checkbox"/> BITUMINOUS	<input type="checkbox"/> BITUMINOUS	<input type="checkbox"/> BACKSLOPE
<input type="checkbox"/> MAG WATER	<input type="checkbox"/> OTHER _____	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> OTHER _____		

6. STRUCTURES

<input type="checkbox"/> BRIDGE	<input type="checkbox"/> BOX CULVERT	<input type="checkbox"/> PIPE (CONCRETE, METAL)
<input type="checkbox"/> CURB & GUTTER	<input type="checkbox"/> SIDEWALK	<input type="checkbox"/> OTHER _____

Will detouring of traffic be necessary? \_\_\_\_\_ If yes, describe suggested route: \_\_\_\_\_  
Detour routing shall require 72 hours advance notice to the Moffat County Road Department.

THE SURFACE WILL BE RESTORED AND ALL WORK UNDER THIS PERMIT WILL BE COMPLETE ON OR BEFORE \_\_\_\_\_  
(PERMIT VOID AFTER THIS DATE)

If work is not completed within 45 days after date of issuance, a written request for permission of extension must be made to the Moffat County Road Department. The Permittee shall maintain the installation at all times and agrees to hold the County of Moffat, the agencies thereof, and their officers and employees harmless from any and all loss and damage which may arise out of or be connected to the installation, maintenance, alteration, removal, or presence of the installation herein referred to or any work or facility connected therewith, within the area covered by this permit. Permittee may be required to post a Performance Bond or provide adequate financial security acceptable to the County depending upon job location. The Road Department will make the determination as to whether a Performance Bond or financial security is required. The Performance Bond or Financial Security must remain in effect for a two-year period after completion of the project. If the Bond or Financial Security is issued for only one year, it must be renewed for an additional year or to the end of the performance period, whichever occurs last. If during the Performance Period the workmanship of the Project shows deterioration in the opinion of the Moffat County Road Department Director, Moffat County shall provide written notice to the Permittee. The Permittee will respond and repair where indicated by Moffat County within five (5) working days after notice is received. Provided, however, that if the Moffat County Road Department Director determines that the deterioration of the road creates a road hazard or a risk to

public safety, Moffat County shall have the right to make immediate repairs to the road and to submit a written request for reimbursement from the Permittee. If Permittee does not repair the road damage within five (5) working days (or reimburse Moffat County for repairs made within five (5) working days of receipt of written request), Moffat County shall have the right to request reimbursement from the Performance Bond/Financial Security.

The Moffat County Road Department is authorized to accept the following Financial Securities as an alternative to a performance bond for any permits issued by the Moffat County Road Department:

Certificate of Deposit issued in the name of Permittee and Moffat County;  
Letter of Credit backed by a reputable bank or financial institution issued in the name of Applicant and designating Moffat County as the beneficiary;  
Escrow Agreement with a reputable Bank or Financial Institution; or  
Escrow account with Moffat County through the Moffat County Treasurer (Interest earned from this account will remain with Moffat County).

**In accepting this Permit the undersigned, representing the Permittee, verifies they have read and understand all of the foregoing provisions; that they have the authority to sign for and bind the Permittee; and that by virtue of their signature the Permittee is bound by all the conditions set forth herein.**

#### **REQUIREMENTS FOR INSTALLATION OF UTILITIES:**

1. Utility line/pipe shall be installed beneath the surface of the right-of-way at a minimum depth as per Minimum Depth Requirements (see below.)
2. The disturbed portion of the roadway shall be restored to at least equal or better than specifications of original road.
3. Backfilling shall be made in six-inch (6") lifts and mechanically tamped and packed to within 95% of its original compaction. The last 12" shall be of stable granular material such as crushed rock or gravel.
4. Where installation crosses the roadway crossing shall be as nearly perpendicular to the roadway as physically possible.
5. Installation of pipe under roadways shall be by the method of jacking or boring. Open cuts shall be allowed at a distance ratio of 1 1/2":1 from the edge of the surfaced portion of the road.
6. No water shall be used in the boring and no tunneling shall be permitted.
7. Permittee shall be required to shut off lines and remove all combustible materials from the road right-of-way when requested to do so by Moffat County because of necessary road construction or maintenance operations.
8. If asphalt or roadway is damaged, the same shall be restored to its original condition satisfactory to the Moffat County Road Department and at the sole expense of the Permittee. Permittee shall insure condition for a period of two years.
9. Where paved roads or streets have to be cut, the oil will be cut in a straight, even line. At no time will a backhoe or other equipment be used to rip the oil mat before the cut is made. The pavement will be replaced at a depth equal to or exceeding the existing oil mat but no less than 3" overall depth.
10. Any excess material from excavation as the result of utility installation will be removed.
11. Under NO conditions is an asphalt surface to be cut unless specified in the Special Provisions of this permit.
12. Overhead installations must have a minimum 18' clearance.
13. If required by Moffat County, Permittee shall mark this installation with markers acceptable to the Road Department.
14. Pressure grouting shall be required as designated by the Moffat County Road Department.
15. Encasement of line shall be incased in pipe of larger diameter or heavy walled pipe. Encasement will be required from toe and slope under all County road intersections and approaches if lines are over 2" diameter or more than 100 psi pressure.
16. Where special cases warrant, the Moffat County Road Department will permit the installation of underground utilities paralleling roads.
17. In the event an authorized employee of the Moffat County Road Department deems it necessary, it can be required that materials not fit for re-use be removed and replaced with suitable material.
18. Any plugged drainage facilities or siphons will be opened immediately upon completion of work. Damaged portions of drainage or siphon facilities will be replaced. All damaged sections will be inspected before concealed in any manner. Drainage ditches or barrow pits will be restored to original condition immediately after back filling is completed. All waterways and lines of drainage shall remain operative.
19. No meters are to be placed within the road right-of-way.
20. The installation shall be made in conformity with all applicable laws, regulations and codes covering said installations. All installations shall be made in conformity with regulations of governmental agencies for the protection of the public.
21. No pole anchors, anchors, braces or other construction on right-of-way except by permit authorization.
22. All manholes, shut-off valve covers, etc., shall be placed 1/2" lower than finished grade. Shut-off valves must be placed in manholes with covers within County right-of-ways.
23. Applicant must protect all existing utility installations.

#### **REQUIREMENTS FOR OPERATIONS OF UTILITIES:**

1. In the event an inspection by the Moffat County Road Department is required in excess of normal conditions as deemed by Moffat County, it will be at the additional expense of the Permittee.
2. No work shall be allowed on Saturdays or Sundays. No open trench will be permitted in traveled roadway after dark, unless otherwise specified under the Special Provisions.
3. In the event any changes are made to this road in the future that would necessitate removal or relocation of this installation, Permittee will do so promptly at its own expense upon written request from Moffat County.
4. Moffat County will not be responsible for any damages to the installation placed in the right-of-way that may result from the maintenance and/or construction of the county road, barrow ditches, etc.
5. No cleated or track equipment shall be used on equipment traversing roads, which will damage road surface.
6. The construction of underground installations will generally require the services of an inspector furnished by Permittee. All costs relating to the inspection of such utility installation will be borne by the Permittee.
7. This permit does not in any way imply an easement on private property.
8. If at any time the permitted structure or facility shall fail from any cause whatsoever, the Permittee shall have the same removed or repaired within 48 hours after receipt of written notice to do so, unless by reason of some extraordinary circumstances the superintendent may extend such time limit.

9. Permits or copies of the permit shall be kept on the site of the work while it is in progress in the custody of the individual in charge and shall be exhibited upon request made by any County official.
10. In the event of willful failure or neglect by said Permittee or his employees to perform and comply with the prescribed conditions, restrictions and regulations, the Road Department may revoke and annul this permit and order said Permittee to remove any and all structures or property belonging to said Permittee from the legal limits of the highway or County property. In the event the Permittee leaves the highway in a condition needing repair or construction, Moffat County may repair such highway and the costs of such repair or construction shall be paid by the Permittee.
11. These general provisions and specifications shall be considered as forming an integral part of each and every permit issued for operations on County roads. The work authorized by this permit shall be done at such time and in such manner as shall be consistent with the safety of the public and shall conform to all requirements and standards of the County of Moffat as herein specified. If at any time it shall be found by the Moffat County Road Department the work is not being or has not been properly performed, the Permittee, upon being duly notified by the Director or Manager in writing, shall immediately take the necessary steps, at his own expense, to place the work in condition to conform to said requirements or standards.
12. A separate permit is required for each crossing.
13. Inclement weather shall be reason for delay of project start or suspension of project as determined by the Moffat County Road Department.
14. The permission herein granted does not confer upon the Permittee the right to cut, remove, or destroy trees or shrubbery within the legal limits of the highway or relieve Permittee from obtaining any consent otherwise required from the owner of the property adjacent thereto.
15. Street surface and roadside shall be kept clean, neat and presentable throughout construction as required by the Moffat County Road Department.

**REQUIREMENTS FOR SAFETY OF UTILITIES:**

1. The traveling public must be protected during this installation with proper warning signs or signals both day and night. Warning signs and signals shall be installed by and at the expense of the Permittee and in accordance with the Manual on Uniform Traffic Control Devices. Traffic control must be in accord with the current edition of the Manual of Uniform Traffic Control Devices.
2. Open trenches shall be in accordance with current OSHA Standards.

**PERMITTEE SHALL NOTIFY THE MOFFAT COUNTY ROAD DEPARTMENT 48 HOURS PRIOR TO COMMENCEMENT OF WORK AND SHALL CONTACT THE ROAD DEPARTMENT 24 HOURS PRIOR TO WORK COMPLETION. AFTER COMPLETION OF THE WORK, CONTACT THE MOFFAT COUNTY ROAD DEPARTMENT FOR A FINAL INSPECTION.**

After completion of project, the permittee will contact the Moffat County Road Department to begin the two (2) year performance period and for a final inspection. If by chance the workmanship of said project shows deterioration, the Permittee will respond and repair where indicated by the Moffat County Road Department within five (5) working days after notification. In case the Permittee fails to make suitable repairs, the Moffat County Road Department will reserve the option to repair or have the repairs made by another contractor, and resort to the bond or financial security for equal expenses incurred by Moffat County to achieve a permanent and satisfactory repair.

**Only the items circled shall apply to this permit:**

**MINIMUM DEPTH:**

1. Phone line minimum depth shall be 36 inches.
2. Gas line minimum depth shall be 48 inches.
3. Water line minimum depth shall be 72 inches.
4. Sewer line minimum depth shall be 60 inches.
5. Fiber Optics minimum depth shall be 48 inches.

**CULVERTS:**

1. Utility shall be placed around culvert(s) a minimum radius of 10'.
2. Utility shall be placed upstream of culvert(s).
3. Utility shall be placed downstream of culvert(s).

**SPECIAL PROVISIONS:**

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**GRAVEL ROADWAYS AND SHOULDERS:**

1. If utility is placed within roadway, it shall be placed a minimum of four feet in from shoulder.
2. To prevent contamination of gravel surface, gravel must be stripped back prior to trenching or plowing.
3. Any contamination of the gravel surface shall be considered the responsibility of the Permittee for replacement.
4. Special Provisions \_\_\_\_\_

**THE FOLLOWING SKETCH OF THE PROPOSED INSTALLATION SHALL APPLY:**



**LOCATION MUST BE FLAGGED BEFORE INSPECTION**

**INSTALLATION FEES:**

_____ \$100.00 for all Underground and Overhead Installations	\$ _____
_____ \$0.25 per linear foot for Underground Installations within County right-of-way	\$ _____
Permit Fee Total	\$ _____

**BOND FEES:**

_____ \$10,000 Bond/Financial Security plus \$1.00 per linear foot over 2,500 linear feet for paved roads.	\$ _____
_____ \$ 5,000 Bond/Financial Security plus \$1.00 per linear foot over 2,500 linear feet for gravel roads.	\$ _____
_____ No Bond Required.	
Bond/Financial Security Total	\$ _____

I (WE) THE UNDERSIGNED, HERewith ACCEPT THE TERMS AND CONDITIONS OF THE REGULATIONS AS LAID DOWN BY THE COUNTY OF MOFFAT AND AGREE TO FULLY COMPLY THEREWITH TO THE SATISFACTION OF MOFFAT COUNTY AND THE MOFFAT COUNTY ROAD DEPARTMENT.

PERMITTEE \_\_\_\_\_ REP. NAME (PRINT) \_\_\_\_\_  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

PERMISSION IS HEREBY GRANTED BY THE MOFFAT COUNTY ROAD DEPARTMENT TO PERMITTEE FOR THE PROJECT DESCRIBED IN THE ABOVE APPLICATION SUBJECT TO THE TERMS AND CONDITIONS SET FORTH IN SAID APPLICATION.

BY \_\_\_\_\_ DATE \_\_\_\_\_  
TITLE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

**FINAL INSPECTION**

BY \_\_\_\_\_ DATE \_\_\_\_\_

COMMENTS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_