

CANADIAN COUNTY, STATE OF OKLAHOMA

**APPLICATION AND/OR NOTICE FOR PERMANENT/ TEMPORARY
INSTALLATIONS OR OTHER PUBLIC/ PRIVATE ENCROACHMENT OR WORK
NO PIPELINES, TELECOMMUNICATIONS LINES, OR ANY PUBLIC UTILITIES, NOT
OTHERWISE AUTHORIZED, SHALL BE PLACED IN COUNTY RIGHT-OF-WAY, NOR
SHALL INGRESS/EGRESS BE MADE FROM COUNTY ROADWAY WITHOUT THIS
PERMIT AND APPROVAL OF THE BOARD OF COUNTY COMMISSIONERS.**

The undersigned, hereby petitions the Board of County Commissioners of Canadian County, Oklahoma to grant a permit for a public service, pipeline crossing, line installation, or other necessary encroachment onto county roads and rights-of-way as described below and in accordance with the provisions listed herein.

Owner: (PUBLIC, PRIVATE OR PARENT CO.)	Construction/ Installation Company
Company:	Company:
Contact person:	Contact person:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:
Email:	Email:
Start date of installation:	Start date of installation:

**Are you an entity organized or authorized to do transportation or transmission business pursuant to OK
Constitution, Article IX § 2? Yes _____ No _____**

Type of Installation (Please Circle)

Process of Installation (Please Circle)

Gas / Water / Produced Water / Electric / Telephone
/ Sewer / Other:

Above Ground / Trench / Bore / Other:

FOR PERMANENT INSTALLATIONS

To _____ county route _____ approximately _____ miles _____
(cross or parallel) (N.S.E.W)

of _____ and further described as: _____ feet
(Junction or other *definite* point)

_____ from the _____ corner of Section _____ Township _____ Range _____
(N.S.E.W) (NE.SE.NW.SW)

FOR TEMPORARY INSTALLATIONS

(Please Circle): 30 / 60/ or 90 Days

Beginning at the _____ Quarter of Section _____ Township _____ Range _____;
(NE.SE.NW.SW)

_____ line(s) running for approx. _____ mile(s) adjacent to the _____ side of
(N.S.E.W)

_____ and additionally adjacent to the _____ side of
(Roadway name or number) (N.S.E.W)

_____, ending at the _____ Quarter of Section _____ Township _____
(Roadway name or number) (NE.SE.NW.SW)

Range _____ (additional road information may be written on the back of this page)

Please attach map or use provided plat (Appendix Two) to draw suggested route

**Please Write Calculation of Total Payment Below: Example: \$250 X 1 Line X 2 Miles X 1 Month = \$500
(Round up to the nearest ½ mile)**

SPECIAL REQUESTS BY CANADIAN COUNTY

PIPELINES	ELECTRIC	TELEPHONE
Size_____	Voltage_____	Wires/Pair_____
Alloy-Material_____	Conductor type_____	Gauge_____
Contents_____	Type structure_____	Cable Type_____
Normal Working PSI_____		

Is this location within a designated floodplain as determined by the National Flood Insurance Program? Yes _____ No _____

If yes, a Proposed Development on the Canadian County Floodplain Permit must also be completed. For additional assistance you may contact the Canadian County Floodplain Administration at:

Office: (405)-295-6140, Mobile: 405-496-6821.

Regarding Temporary Installations: Have you contacted all property owners, informing them of the planned placement/ duration of installation(s) to gain permission and access?

YES _____ NO _____

INSURANCE

Companies securing a permit shall have liability insurance and shall abide by all terms of this permit including liability for damage to Canadian County roads and bridges. (Please include a certificate of insurance if this is your first application)

CONDITIONS, REQUIREMENTS, AND COVENANTS FOR PERMANENT AND TEMPORARY INSTALLATIONS

Applications for road crossings must be submitted, **in triplicate (3 copies)** to the Office of the Board of County Commissioners no later than Tuesday at 4:00 pm, in order to be included on the agenda of the Board of County Commissioners meeting for the following week. A bond check in the amount of \$1,000 made payable to the Canadian County Commissioners, and a separate check for all applicable fees. A copy of liability insurance with the completed permit must be submitted. Applicant shall contact the County Commissioners at the commencement and completion of operations taking place in the county right-of-way. No line shall be placed without an approved permit from the Board of County Commissioners. PLEASE NOTE: Bond Fees will be held until final inspections are made in order to provide for any repair of damages or removal of abandoned temporary lines.

Canadian County Commissioners:

201 N. Choctaw Ave., El Reno, OK 73036 Office # 405-295-6200

The County reserves no utility corridor for specific companies. It is the responsibility of each petitioner to ensure available space exists and creates no conflict with previously existing lines. The applicant must agree to hold Canadian County harmless for any damage or injury to persons or property caused by or resulting from the construction, maintenance, operation, or repair of the facilities on, under, or over the county rights-of-way. The petitioner/contractor will be responsible for any damage resulting from deviation of the plat, or violation of the term of this permit.

When notified to do so by the Board of County Commissioners the petitioner/contractor agrees, at his expense, to make all changes in the facility on County rights-of-way. Utilities and pipelines shall not interfere with the maintenance of county rights-of-way. Canadian County is not liable for any damage to utilities or pipelines within rights-of-way due to interference with road maintenance.

Aerial Facilities - Clearance above the traffic lanes of the road at all aerial pole line crossings shall comply with applicable safety codes and will be no less than 20 feet. All poles, posts, stubs, fixtures, down guys, wires, and other appurtenances must be kept in good repair at all times and free of weeds and brush within a 5-foot area of the installation. These facilities, when paralleling the roadway, shall be single pole construction and located a minimum of 30 feet from the intersection line of the road. Right-of-way line shall be located by an Oklahoma Registered Surveyor at the petitioner's expense and a copy provided to the Board prior to construction. All crossings shall be as nearly perpendicular as possible. Facility shall not interfere with the natural flow line of the waterway or ditch.

Underground Facilities - Identification markers shall be installed at each right-of-way line directly above the facility. The markers must identify the owner's name, address, telephone number, size of facility, and emergency contact number in black with yellow background. Markers must be at least 130 sq. inches in area and erected at a height plainly visible from the road right-of-way.

Permanent installations must be placed a minimum of 4 feet below the ditch flow lines to the top of the new utility line(s). Electrical conduit placed beneath a roadway must be steel, HDPE, heavy duty PVC, or fiberglass if it is designated to withstand roadway loading and be properly protected.

For temporary water line installations, pumps and/or other support equipment must be placed a minimum of fifteen (15) feet from the edge of the roadway. Reels and spools may not be stored on the easement/right-of-way. In addition, it is the responsibility of the petitioner to mow the easement/right-of-way prior to the installation at the petitioner's expense.

All temporary lines must be clearly tagged with company identification, contact information and date of installation at the point of entry into the easement/right-of-way, near the middle of the run and at its exit of the easement/ right-of-way. All temporary lines shall be removed from right-of-way after expiration of permit.

Facilities such as water and sanitary sewer lines crossing the county right-of-way shall be encased. The Board of County Commissioners may approve a line without casing if cast or ductile iron, HDPE or material of equal design is used. Maintenance will be performed by a method that will not disturb the through lanes or interfere with traffic. All conduits shall be sufficient to withstand roadway loadings.

Owners of all facilities shall be responsible, at their expense, for decommissioning of site. Roads and right-of-way shall be restored to the original condition or better.

The granting of this permit does not take into consideration whether or not the adjoining property owner is entitled to compensation for the utility being placed in the county road right-of-way. **Applicant shall provide written documentation, obtained within 6 months of project, verifying consent to place pipeline or other line on landowner's property, in the county easement and must be included with the application (See Appendix One).**

Placement of utility line, pipeline (whether buried or not) or tinhorn in county right-of-way in violation of these provisions shall result in assessment of a fine equal to the cost to remove the item installed and return the property to its original condition.

SCHEDULE OF FEES AND BONDS*

Separate Checks for fees and bonds must accompany application. Please include a self-addressed stamped envelope, if desired, for return of the bond check when work is approved and completed.

	<u>FEE</u>	<u>BOND</u>
Any Road Bored	\$1,000	\$1,000
Cut or Trenched (unpaved roads only)	\$1,500	\$1,000
Overhead Line	\$1,500	\$1,000
Permanent Parallel Installations	\$1,500 (per mile)	\$1,000
Temporary Parallel Installations/Water Line (per month)	\$250 (per mile/ per line)	\$1,000

30-Day Renewal-Same as original permit

Violations to any requirement in this permit: \$500 unless specified otherwise.

Placement of any line without approved permit: \$1,500.

After expiration of permit:

Lines/equipment left in right-of way: \$500 per day and line/equipment must be removed (This includes Poly & Lay-Flat Lines, T-Post, and Pumps etc.)

APPLICANT ATTESTATION

I hereby attest to the accuracy of the information contained on this application. I further certify that, in my professional opinion, the facility to be installed, the drawings, plans, and specifications therefore comply in all respects with the requirements of said permit.

Petitioner/Contractor Signature Printed Name Date

PERMIT APPROVAL

The undersigned Board of County Commissioners do hereby grant the instillation as described in the application herein above set forth; provided that, the same shall be subject to the terms and conditions of the application including any interlineated or added conditions, all of which are incorporated herein by this reference.

County District # _____ Approved/Disapproved on this _____ day of _____, 20____.

**Canadian County
Board of County Commissioners**

Chairman

Member

Attest: _____
County Clerk/Deputy

Member

Project completed, inspected by and approved to return bond:
BY: _____
TITLE: _____
DATE: _____

“Appendix One”

Attestation of property owner’s consent to proceed:

1.	_____	_____
	Legal Description	Owner’s Name
	_____	_____
	Signature	Date
2.	_____	_____
	Legal Description	Owner’s Name
	_____	_____
	Signature	Date
3.	_____	_____
	Legal Description	Owner’s Name
	_____	_____
	Signature	Date
4.	_____	_____
	Legal Description	Owner’s Name
	_____	_____
	Signature	Date
5.	_____	_____
	Legal Description	Owner’s Name
	_____	_____
	Signature	Date

“Appendix Two”

Plat Description

SECTION _____ TOWNSHIP _____ RANGE _____

QUARTER SECTION _____



ADDITIONAL INFORMATION: