



# CLINTON COUNTY RIGHT-OF-WAY PERMIT

 Permit No. \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Fee: \_\_\_\_\_  
 Invoice No. \_\_\_\_\_  
 Receipt No. \_\_\_\_\_

Submit this application, accompanied by **detailed plans** and profile (specifically showing the location of the work, distances to roadway, lengths and location of nearest intersection). Please submit separate applications for each county or township road affected. Send completed application to Clinton County Engineer's Office, Jacob Burrell, Utility Permits, 1326 Fife Avenue, Wilmington, OH 45177, phone: (937) 382-2078 or email: [permits@clintoncountyengineer.org](mailto:permits@clintoncountyengineer.org). You will be invoiced for the fee, payable within 30 days of receipt of statement.

## APPLICANT INFORMATION:

<b>Utility Company</b>		<b>Contact</b>	
<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
<b>Email</b>	<b>Phone</b>	<b>Fax</b>	
<b>Authorization Signature (Required)</b>		<b>Title</b>	

Utility Company Internal Info:

W/O#	Job#	Utility Co. Permit#	Drawing #
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## INSURANCE INFORMATION:

<b>Utility's Insurance Provider</b>	<b>Liability Coverage</b> (minimum: \$1 million per occurrence/\$2 million total)	<b>Policy No.</b>

*Attach Proof of Insurance, if copy is not already on file with the Engineer's Office. Any utility subcontractor performing work within the right-of-way will also need to provide Proof of Insurance.*

## PROJECT INFORMATION:

<b>Road Name</b>	<b>Township</b>	<b>Start Date</b>	<b>Days Required to Complete</b>
<b>Side of Road (N, S, E, W)</b>	<b>Miles/Feet (N, S, E, W) from Intersection</b>	<b>Intersecting Road</b>	
<b>For Buried Utility</b>	<b>Depth of Utility (30" minimum)</b>	<b>Distance from Edge of Pavement (5' minimum)</b>	<b>For Aerial Utility</b>
<b>Distance from Edge of Pavement</b>			
<b>Lane Closure Required for Work?</b>		<b>Total Distance of Project</b>	
Yes		No	
<b>Detailed Description of Work to be Performed</b>			

*Attach detailed plan to include stationing, distance off edge of pavement and total length of proposed utility.*

## IF THIS PERMIT IS GRANTED, I/WE AGREE TO THE FOLLOWING CONDITIONS:

1. That, I/we will notify residence involved, prior to construction, as to the nature of work, and restoration of their frontage shall be equal to the original state.
2. The permit holder shall **notify the County Engineer 48 hours in advance** of the day on which the work will begin and the anticipated time of completion.
3. That traffic will be maintained at all times, unless permission is granted by the County Engineer to close the road.
4. If the roadway pavement is damaged either by construction, construction equipment or by excessive weight, I/we will make complete restoration as advised by the County Engineer.
5. That lights, signs, barricades, and if necessary, flagmen and watchmen will be placed on the project for the protection of traffic at all times, day and night. Guidelines as detailed in the Ohio Manual of Uniform Traffic Control Devices (OMUTCD) for handling of traffic must be fully complied with.

6. That all trenches will be compacted, graded and seeded within 30 days of start of construction. Restoration may require additional methods other than standard seeding in streambeds, slopes and high erosion areas. Methods such as rip rap, netting, and/or straw bales may be required. Repair any broken or damaged tile.
7. That, I/we will not hold county responsible for damage to any utility placed in roadway right-of-way due to regular repair and maintenance of roadway.
8. Any relocation needed as a result of a county project within the Right-of-way will be moved at the Utilities expense.
9. That, I/we assume the responsibility for and will save the County harmless from any and all claims for personal injuries and/or property damages, and shall defend any action that might be brought due to the applicant's work activities on this project. **Must meet County requirements for minimum liability insurance.**
10. No open cutting of any township or county road will be permitted unless the County Engineer's Office has given written permission, and advises the utility of our restoration standards.
11. That, I/we will notify the County Engineer's Utility Permits Supervisor upon completion of said project for final inspection and release.
12. That responsibility under this permit will remain in force until a release has been granted by the County Engineer.
13. All buried utilities in road right of way will need to be marked with a sign or flexible delineator with utilities name, address and phone number stating buried utility in area. Signs will need to be placed every 1000' min. and at bridges and culverts greater than 4' clear span. Signs are to be placed at fence or right of way lines.
14. All buried utilities shall be buried a **minimum of 6' deep under all culverts, bridges and streams**. Utility shall not go over any culvert.

**REQUIRED: Call (937) 382-2078 or email [permits@clintoncountyengineer.org](mailto:permits@clintoncountyengineer.org) once job is complete for final inspection and permit closure. Permits expire in one year.**

*(This Section To be completed by the County Engineer's Office)*

Permit Work Under Conditions Stated is Hereby		Granted	Denied
By (County Representative)		Date	
By (Township Trustee)		Date	
By (Township Trustee)		Date	
By (Township Trustee)			
<b>This permit will expire on</b>			

**FEE INFORMATION:**

**Overhead Utilities**

Description	Charge	Units	Fee
Application Fee	\$30.00		
Attaching to Existing Poles	No charge		
New line of Poles	\$30.00 per pole		
Crossing the R/W (service drop)	No charge		
<b>TOTAL FEE DUE:</b>			

**Underground Utilities**

Description	Charge	Units	Fee
Application Fee	\$30.00		
Crossing the R/W	Public Utility \$25/Private \$35		
Along the R/W	\$1.00/L.F. Sewer (sanitary and storm)		
Along the R/W	\$0.50/L.F. Gas, Water, Electric, Cable, Phone, Etc.		
<b>TOTAL FEE DUE:</b>			

**FINAL INSPECTION:**

<b>Final Inspection has been performed by the County Engineer's Office</b>		<b>County Log Mileage</b>	
By (County Representative)		Date	
<b>The applicant is hereby released of requirements set forth by this permit.</b>			
By (County Engineer)		Date	