

**STATE OF OKLAHOMA
KAY COUNTY
PUBLIC SERVICE/PIPELINE CROSSING
LINE INSTALLATION**

Revised: February 21, 2017
Permit No.: _____
District No.: _____
Total: _____

Initial: _____
Proj. Name: _____
Miles of line: _____
No. Culverts/Bridges: _____

We, the undersigned, hereby petition the Kay County Board of County Commissioners to grant a permit for a public service, pipeline crossing, or line installation as described below and in accordance with the provisions as listed.

PUBLIC SERVICE/PIPELINE OWNER

CONSTRUCTION COMPANY

Name _____

Name _____

Contact _____

Contact _____

Address _____

Address _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Phone _____

Phone _____

Email address _____

Email address _____

TYPE OF INSTALLATION – please mark those that apply

Verbal Approval Date _____

Formal Approval date _____

Temporary Line _____ Permanent Line _____

Electric Gas Oil Water Telephone Sewer Other _____
Fresh water _____ Salt Water (permanent only) _____

The installation will be made in the following manner:

Trenching _____ Boring _____ Pushing _____ In/through existing road/drive culverts/bridges _____
Overhead crossing _____ Other _____

This form does not grant the applicant Right of Way on private properties. Applicant affirms they have the Landowner(s) permission, as needed, with regards to private property Right of Way for easements or encroachments prior to the submission of this form. _____
Applicants signature _____ Date _____

A permit to erect, construct and maintain a _____ along, upon and across the hereinafter said county highway or road for the purpose of transporting, selling, and using _____. **Using page 6, clearly illustrate work to be performed and further described as follows:**

LOCATION:

Start point in the _____ Qtr. of the _____ Qtr. of Section _____ Township _____ Range _____

Crossing or parallel to county road number _____

Ending point in the _____ Qtr. of the _____ Qtr. of Section _____ Township _____ Range _____

BY INITIALLING AT TOP OF EACH PAGE AND SIGNING AND DATING BELOW, I ACKNOWLEDGE I HAVE READ AND AGREE TO ALL 4 PAGES PLUS MAP. _____ DATE _____

PIPELINES

Size _____
Alloy/Material _____
Wall Thickness _____
Contents _____
Mfg. Test Pressure _____
Working Pressure _____
Max. Operating Pressure _____

ELECTRIC

Voltage _____
Conductor size _____
Type of Structure _____
Ruling Span _____

COMMUNICATIONS

Wires/Pairs/Strands _____
Gauge _____
Cable Type _____

CASING

Size _____
Alloy/Material _____
Wall Thickness _____

If granted, this permit is subject to the following conditions, requirements, and covenants, to wit:

The petitioner/contractor shall contact the County Commissioners Office or foreman at _____ 48 hours prior to commencing the crossing and also at the completion of crossing for an onsite inspection.

1. Applications for road crossing must be submitted to the County Clerk no later than 5 days before a meeting of the Board of County Commissioners with a check for the amount of permit made payable to the Kay County Commissioners. The petitioner/contractor shall contact The County Commissioners Office at the completion of crossing for an onsite inspection.
To: Kay County Commissioners
P.O. Box 450
Newkirk, OK 74647
580-362-2537
2. The applicant must agree to hold Kay 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 right-of-way. The petitioner/contractor will be responsible for any damage resulting from deviation of the plat.
3. All crossings shall be bored on blacktop/asphalt roads. Cutting may be permitted on caliche/dirt roads, ditches, or other surfaces with approval from the Board of County Commissioners. Blasting is not permitted.
4. All signage shall be placed on the back slope of the Right of Way. The back slope of the right of way is based upon a normal 66 foot right of way on minor collector roads up to a possible 66 foot or more right of way on major collector roads. The applicant is responsible for contacting the respective District Commissioner where the work will be accomplished prior to commencement of work. A map showing major and minor collector roads is available from the Commissioner’s Office, Room 104.
5. If an above road crossing is approved, the petitioner/contractor shall furnish all flagmen, lights, barricades, and warning signs meeting all laws and regulations, including those in the “Manual on Uniform Traffic Control Devices” appropriate for the construction project. The petitioner/contractor agrees to keep the road open to traffic unless approved by the Board of County Commissioners. At the conclusion of such work, the right-of-way must be cleaned up and left in a presentable condition.
6. Temporary road mats made of rubber or wood must be used when crossing roads with all heavy equipment when needed to protect the surface of the road or from crushing any culverts.

7. In some cases, the petitioner/contractor shall post a performance bond in an amount to be determined by the Board of County Commissioners. Necessity for such bond will be determined by the Board of County Commissioners and the bond will be held in the County Treasurers office until the right-of-way is in a presentable condition.
8. When notified to do so by the Board of County Commissioners the petitioner/contractor agrees at their expense to make all changes in the facility on County right-of-way.
9. Aerial Facilities-Clearance above the traffic lanes of the road at all aerial pole line crossings shall comply with applicable safety codes and will not be 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 from weeds and brush within a 5-foot area of the installation. These facilities, when paralleling the roadway, shall be single pole construction and located within 3 feet of the fence line, if a fence exists. If no fence exists the 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 waterways or ditch.
10. Underground Facilities-All shall be a minimum of 5 feet below the elevation of the centerline of the road, but not less than 4 feet below the bottom of the ditch. Crossings shall be encased from right-of-way line to right-of-way line and be vented off the right-of-way lines. Concrete caps 4' wide and 6" deep may be required from edge of road to fence line. 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 a yellow background. Marker must be at least 130sq. inches in area and erected at a height plainly visible from the road right-of-way.

All underground electric cable crossings must be placed in a conduit and be a minimum of 4 feet below the ditch flow lines. Conduit placed beneath a roadway must be steel, HDPE, heavy duty PVC, or fiberglass if it is designed to withstand roadway loading and is properly protected.

Steel pipelines crossing the right-of-way may be installed without encasement if the carrier pipe material within the right-of-way is superior to the carrier pipe material outside the right-of-way by being of steel at least one grade better and of the same wall thickness, or a minimum of one wall thickness greater and of the same alloy. Pipe must be properly protected from corrosion.

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.

11. Companies placing permanent culverts on/across county roads will do so in accordance with county specifications. Companies placing permanent culverts at their own expense will be granted a one-time pass through fee exemption with future consideration. The culvert then becomes property of the county and any future passes through the culvert will be subject to fees as stated in paragraph 16 of the permit application.
12. All temporary lines shall be marked at beginning and ending sites with a placard stating: Project Name, Point of Contact with phone number, description of run ie; line length, roads crossed.
13. All section corners and ¼ section corners shall be protected. No pipeline or utility line shall cross an intersection diagonally. No lines shall cross within 50 feet of a ¼ section corner, 100 feet of an intersection or 100' of a bridge.
14. Owners of all facilities shall be responsible, at their expense, for decommissioning of sites. Roads and right-of-way shall be restored to the original condition or better.

15. The granting of this temporary easement does not take into consideration whether or not the adjoining property owner is entitled to compensation for the easement being placed in the county road right-of-way.
16. Above ground water line running parallel with road shall be placed within 3 feet of fence line as not to disrupt road maintenance. All temporary road crossing lines must be placed below road surface. Any line interfering with road maintenance equipment will be removed. The owner, firm, or company of the temporary line shall be responsible for all damages to county roads due to a line or multiple lines running through a culvert that substantially reduces the drainage capacity of said culvert. Temporary ground lines are to be in place for no longer than 30 days. Lines in place for more than 30 days will require additional renewal fees.
17. Applicant must check local flood plain requirements.
18. This application permit is in force for Thirty (30) days from verbal or written approval whichever come first.

Schedule of Fees (Check must accompany permit)

| | |
|--|------------------|
| Road bored permanent | \$ 500.00 |
| Cut or trenched temporary | \$1500.00 |
| Cut or trenched permanent | \$2500.00 |
| Overhead line | \$ 500.00 |
| Parallel water line | \$ 250.00 a mile |
| Temporary lines through culverts/bridges | \$ 500.00 |
| Above road crossings (trollies) | \$1500.00 |
| Company Check # _____ Date of Check _____ Amount _____ | |

If a line is placed in county right-of-way without a utility permit, there shall be a fine of \$10,000 plus court fees.

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

Petitioner/Contractor Signature

Date

Phone#

Title

Permit Approval

The undersigned Board of County Commissioners do hereby grant the crossing described in the application herein above set forth; provided that, the same shall be subject to the terms and conditions of the application incorporated herein by this reference.

Approved/Disapproved on this _____ Day of _____, 20__.

County Dist#_____

Kay County Board of County Commissioners

Chairman

Vice-Chairman

Member

Attest:

Kay County Clerk/Deputy

Dated: _____, 20__.

Send original and one copy of Permit

Please include a self-addressed stamped envelope for return of document.