

UTILITY PERMIT INSTRUCTIONS

The Commissioners normally meet on Monday at 10:00 am to approximately noon. A utility permit must be filled out and submitted by 5:00 pm on the prior Wednesday to be put on the agenda for the Monday meeting for Commissioners approval.

On the utility permit you must fill out:

Page 1: which shows type, location and material details-you must fill out all information on this page.

Page 3: Which shows fees-please sign, date and provide your phone number on this page.

Page 5: Must have permit holder's name and legal description.

Page 6: Must have permit holder's name and legal description. Only fill out the bottom part after inspected.

A plat shall be attached clearly illustrating location and work to be performed.

You must pay whatever fees are due at the time of submittal.

(NOTE: We do not keep cash in this office. If you wish to pay cash, please bring the exact amount owed. If you are paying by check, please make it out to: Texas County Commissioners.)

Whether you are paying cash or writing a check, do not leave without the Clerk's Office giving you a receipt.

Must be Original

Thank you,

Texas County Clerk's Office

D3- 10, 11, 12, 13

D2- 14, 15, 16

D1- 17, 18, 19

**STATE OF OKLAHOMA
TEXAS COUNTY
PUBLIC SERVICE/PIPELINE CROSSING
LINE INSTALLATION**
(Revised November 3, 2014)

We, the undersigned, hereby petition the Texas 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 _____

TYPE OF INSTALLATION

Electric Gas Oil Water Telephone Sewer Other _____

The installation will be made in the following manner:

Boring Pushing Overhead Crossing Other _____

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 _____. A plat shall be attached clearly illustrating 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 _____

PIPELINES

Size _____

Alloy/Material _____

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:

- 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 TEXAS County Commissioners. The petitioner/contractor shall contact The County Commissioners Office at the completion of crossing for an onsite inspection.
To: Texas County Commissioners
PO Box 197 319 N Main. St.
Guymon, OK. 73942
- 2 The applicant must agree to hold Texas 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 The petitioner/contractor shall furnish all flagmen, lights, barricades, and warning signs meeting all laws and regulations, including those in the "Manual or 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.
- 5 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.
- 6 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.
- 7 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, studs, 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 line 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.
- 8 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 compliance with the APWA Uniform Color Code for marking. 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.

- 9 All section corners and ¼ section corners shall be protected. No lines shall cross within 50 feet of a ¼ section corner or 100 feet of a bridge.
- 10 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.
- 11 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.
- 12 Above ground water line running parallel with road shall be placed within 3 feet of fence line as not to disrupt road maintenance. Any line interfering with road maintenance equipment will be removed.
- 13 **No fees on Public Utilities** by State Law but permit must still be filed and approved.

Schedule of Fees

Road Bored	\$500.00
Cut or Trenched	Up To \$5000.00
Overhead Lines	\$500.00

If a line is placed in county right-of-way without a utility permit, there shall be a fine of \$10,000.00 plus court fees.

Ag Permit Farming

When Bored for all Water or Low Pressure Gas Line	\$25.00
For Overhead Electric Lines	\$50.00

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

The undersigned Board of County Commissioners do hereby grant the crossing described in the supplication 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 # _____

Board of County Commissioners

Chairman

Vice-Chairman

Member

Attest: _____
County Clerk/Deputy

Dated: _____, 20 ____

CERTIFICATE OF COMPLIANCE
(Utility Permit # _____)

(Inspector)

PLEASE NOTE: an officer must sign this Certificate of Compliance
of your firm or a Project Director.

Inspector ↓

I, the undersigned _____, do hereby certify that I am
_____ (title), a person deemed qualified by the Permit Holder to inspect said
installation, and that I have personally inspected a utility pipeline facility and all drawings, plans and
specifications therefore; installed by _____ (permit holder) at
(give legal description):

egal → _____

I further certify that I have read the provisions of the Facility and Pipeline Utility Permit Submitted by the
above Permit Holder to the Board of County Commissioners for installation of a line at the above location. I
further certify that, in my professional opinion, the facility line as installed, and the drawings, plans and
specifications therefore comply in all respects with the requirements of said Permit.

Signature

Title/Firm/Owner

Address

Telephone

Completion Date/Date of Inspection

SUBMIT TO BOARD OF COUNTY COMMISSIONERS AT TEXAS COUNTY COURTHOUSE, PO BOX
197, GUYMON, OKLAHOMA, 73942, WITHIN 24 HOURS OF COMPLETION OF FACILITY OR
PIPELINE INSTALLATION.

RESOLUTION FOR APPROVAL OF UTILITY PERMITS
(RESOLUTION # _____)

WHEREAS, the Statutes of the State of Oklahoma [OKLA. STAT. Tit. 18, § 437.2 and 438.4 (1991) and OKLA STAT. Tit. 69, § 1401 (1991)] provide that rural electric cooperatives, telephone cooperative corporations and public utilities shall have the right-of-way and all easements pertaining thereto for the purpose of erecting poles and posts, attaching equipment wires and fixtures thereto and laying lines, pipes and conduits under the surface thereof.

owner ↓

WHEREAS, _____ has requested this Board's approval of placement of utility lines (poles, pipelines, telecommunication lines or power lines) within the County right-of-way at the following location, to-wit:

Legal Descr. _____

WHEREAS, petitioner must meet all requirements of the permit.

THEREFORE, BE IT RESOLVED, the Board of County Commissioners of Texas County, Oklahoma, does hereby consent to the placement of a distribution line according to the requirements as set forth in the completed Permit Application attached. With the following special instruction to be included:

PERMIT # _____ Granted this _____ day of _____ 20 _____.

BOARD OF COUNTY COMMISSIONERS

Chairman

Member

Member

ATTEST:

Texas County Clerk