



McKenzie County
1300 12th Street SE, Suite 240
Watford City, ND 58854
Ph. 701-444-2600
county.mckenziectomy.net

PERMIT #:

UTILITY PERMIT APPLICATION

Prior to applying for a permanent or temporary utility permit, please review the **Permanent Utility Permit Policy** and the **Temporary Utility Permit Policy**. All applications must be legible, printed in ink or typed, and suitable for reproduction. A completed Utility Permit Application is to be submitted to the Engineering Department for permanent and temporary utilities at least two weeks prior to commencement of the project. The Utility Permit Application Review Checklist is to be filled out by the Applicant and is to accompany all Applications.

APPLICATION TYPE

TEMPORARY PERMANENT

UTILITY OWNER INFORMATION

UTILITY OWNER NAME:	EMAIL:	PHONE NUMBER:
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MAILING ADDRESS:

UTILITY PROJECT NAME:

PERMIT APPLICATION INFORMATION

APPLICANT NAME:	EMAIL:	PHONE NUMBER:
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MAILING ADDRESS:

CONTRACTOR INFORMATION

CONTRACTOR NAME:	ND CONTRACTOR'S LICENSE NUMBER:
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EMAIL:	PHONE NUMBER:
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MAILING ADDRESS:

LIABILITY INSURANCE COMPANY AND POLICY NUMBER (List McKenzie County as Certificate Holder):

ORGANIZED TOWNSHIP INFORMATION

If proposed utility is in an organized township, approval may be required by the township. Check the County website to see which townships require approval.

TOWNSHIP: <input type="checkbox"/> YES <input type="checkbox"/> NO	If yes, which township?
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UTILITY INFORMATION

Please give a brief description of the proposed facility. A sketch, drawing, or engineered plans along with maps associated with the location(s) and route of the proposed work must be submitted with this application. Detailed location maps showing lateral and longitudinal offsets from roadway centerlines are required for a permit.



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UTILITY INFORMATION (CONTINUED)

Complete the following information, as applicable.

SIZE OF UTILITY:	NUMBER OF CABLES:	LENGTH OF GUY DOWNS:
PIPELINE PRESSURE:	CASING SIZE:	CASING LENGTH:
LOCATION OF POLE(S):	NUMBER OF APPURTENANCES IN ROW:	TYPE OF MATERIAL:
CULVERT CROSSING SIZE:	LOCATION – OTHERS:	

TYPE OF WORK: Select all that apply.

- ROAD BORE CABLE BORE SECTION LINE CROSSING OVERHEAD
 ELECTRIC TELECOM GAS OIL WATER
 OTHER _____

INSTALLATION

START DATE: ____/____/____ END DATE: ____/____/____

TEMPORARY TRAFFIC CONTROL PLAN

If not following an NDDOT standard drawing, a Temporary Traffic Control Plan needs to accompany the application.

NDDOT STANDARD DRAWING NUMBER:

LOCATION INFORMATION

Use additional sheet provided, as needed.

ROAD OR SECTION LINE	ALONG OR ACROSS	SECTION		TOWNSHIP		RANGE		OFFICE USE ONLY	
		FROM	TO	FROM	TO	FROM	TO	TYPE	FEE
TOTAL FEE:									



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TERMS AND CONDITIONS

Utility Owner, as noted on reverse hereinafter referred to as "Utility Company", having requested permission from McKenzie County, a political subdivision of the State of North Dakota, to install a permanent or temporary utility along or across a County and/or Township road or section line, whether improved or unimproved, and McKenzie County having considered the request does grant consent to install a permanent or temporary utility along or across a County and/or Township road or section line, whether improved or unimproved, as noted, upon the terms and conditions herein stated.

Consent to install said utility is granted on these terms and conditions:

1. Utility Company shall adhere to the McKenzie County Road and Bridge Department Permanent Utility Permit Policy and Temporary Utility Permit Policy.
2. Utility Company is responsible for any and all claims of damage, personal injury, or bodily injury that is the fault of the Utility Company. Furthermore, Utility Company agrees to indemnify and hold harmless McKenzie County for any and all claims of damage, either personal injury or property or any type of claim for damages of any nature whatsoever, whether valid or invalid, that is made against McKenzie County on account of the activities conducted by the Utility Company.
3. Utility Company must comply with all terms and conditions stated herein, with particular attention to the required engineering standards. McKenzie County shall give written notice to Utility Company in the event it believes the Utility Company has failed to meet any of the terms or conditions of the permit. Utility Company representative shall meet with McKenzie County engineer or their representative within three (3) days of such notice (unless a longer time is requested by McKenzie County) to discuss and review the alleged violation of terms and conditions: if Utility Company agrees with McKenzie County that terms and conditions have been violated, Utility Company shall begin work within 24 hours (or such longer time as McKenzie County might allow) to correct such violations of terms and conditions and shall work diligently until such violations are corrected. If Utility Company fails to begin work timely or diligently to correct such violations, Utility Company shall be deemed to have failed to comply with the **CONDITIONAL CONSENT**. Failure to comply with this **CONDITIONAL CONSENT** shall cause the consent to be rescinded and Utility Company must remove facility from right-of-way immediately or be responsible for the costs incurred by the County in removing the same. The County specifically reserves the right to remove the buried, overhead, or temporary transmission facility from right-of-way for non-compliance and reimbursement will be made to the County by Utility Company for doing the same. If Utility Company disagrees with McKenzie County that it is in violation of the terms and conditions as outlined in the permit, Utility Company shall nevertheless comply with the demands of McKenzie County; but, if it is later determined that McKenzie County was in error in its position, McKenzie County will reimburse Utility Company for its costs in complying with McKenzie County's demands.
4. It is the Utility Company's responsibility to verify the legal ownership of property authorized herein. Any information provided to McKenzie County regarding legal property ownership in this regard shall not be considered as official legal information. Such official legal information is maintained in the records of the County Recorder's Office.
5. No inherent or retained right or privilege of any abutting property owner is affected by this permit nor is McKenzie County responsible for any claims which may develop between the Utility Company and any property owner concerning use of the right-of-way. Utility Company is responsible for maintaining ingress/egress of private driveways during the installation of its facilities and for restoration of driveways during installation of its facilities and for restoration of driveways to the owners' satisfaction.
6. This permit has been approved based on information provided by the Utility Company. It is the Utility Company's responsibility to ensure that the information on the approved permit is correct. Any deviation from the approved permit will constitute it as an unauthorized permit and fees will apply

SIGNATURE

As the Utility Company, I certify that the *McKenzie County Road and Bridge Department Permanent Utility Permit Policy* and *Temporary Utility Permit Policy* will be complied with and that the information given within this application as well as the plans submitted are in all respects true and correct to the best of my knowledge and belief. As the Utility Company, I agree that all terms and conditions will be complied with and any assignment of the permit described above shall include an assignment of this liability to comply with the *McKenzie County Road and Bridge Department Approach Permit Policy* and *Temporary Utility Permit Policy*.

APPLICANT SIGNATURE

DATE

OFFICE USE ONLY

APPROVAL STAMP

CONDITIONS:



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UTILITY PERMIT APPLICATION REVIEW CHECKLIST

PROJECT INFORMATION

PERMIT NUMBER:

UTILITY OWNER:

REVIEW CHECKLIST

SUBMITTAL REQUIREMENTS	APPLICANT CHECKLIST	COUNTY STAFF REVIEW
Certificate of Insurance with McKenzie County listed as a Certificate Holder.		
Landowner Permission Form(s).		
Map of entire project. Map is to include the facility locations and distances off of the centerline of the road and/or section line, including pipe, appurtenances, types of crossing, etc.		
Bore profile of all crossings to include depth of bore, beginning and ending location of bore, and centerline of road and/or section line.		
Temporary traffic control plan, if not referencing NDDOT standard drawing.		
Completed and signed approach permit for any temporary and/or permanent approaches needed.		
Completed and signed Township Approval Form, if applicable.		
For temporary utilities, the County's Planning and Zoning Department has been notified.		