



# STEPHENSON COUNTY HIGHWAY DEPARTMENT

## AND TOWNSHIPS OF STEPHENSON COUNTY

Dale Rasmussen, P.E., P.L.S. County Engineer

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## UTILITY WORK PERMIT

WHEREAS, I/We \_\_\_\_\_, located at \_\_\_\_\_  
(Name of Applicant) (Mailing Address)

\_\_\_\_\_, hereinafter referred to as Applicant, request permission and authority to do certain utility work, herein described, within the right-of-way of the Highway known as \_\_\_\_\_, Route \_\_\_\_\_, located in Section \_\_\_\_\_, Township \_\_\_\_\_ North, Range \_\_\_\_\_ East of the 4<sup>th</sup> Principal Meridian, all situated in Stephenson County, Illinois. The entirety of the proposed utility work is described as follows and is illustrated in the marked-up drawing(s) on page 4 of \_\_\_\_\_ below (and any additional map the applicant may wish to attach):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This permit is effective for 180 calendar days following the permit approval date shown below, after which, the permit becomes null and void. This permit is subject to the conditions and restrictions listed below on pages 2 and 3.

I/we hereby understand, accept, and agree to all the conditions, provisions, and restrictions attached to this permit:

\_\_\_\_\_  
(Signature of Applicant's Authorized Representative)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Full Name of Applicant's Authorized Representative)

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
(E-mail Address)

**Applicant:** Provide the information indicated in the spaces above and E-mail a PDF of the completed form to the Stephenson County Highway Department or fax to (815) 235-7541.

### COUNTY / TOWNSHIP USE ONLY

**PERMIT NUMBER:** \_\_\_\_\_

Approved on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
**Township**

**Stephenson County Highway Department**

By: \_\_\_\_\_  
Township Highway Commissioner

By: \_\_\_\_\_  
Administrative Assistant

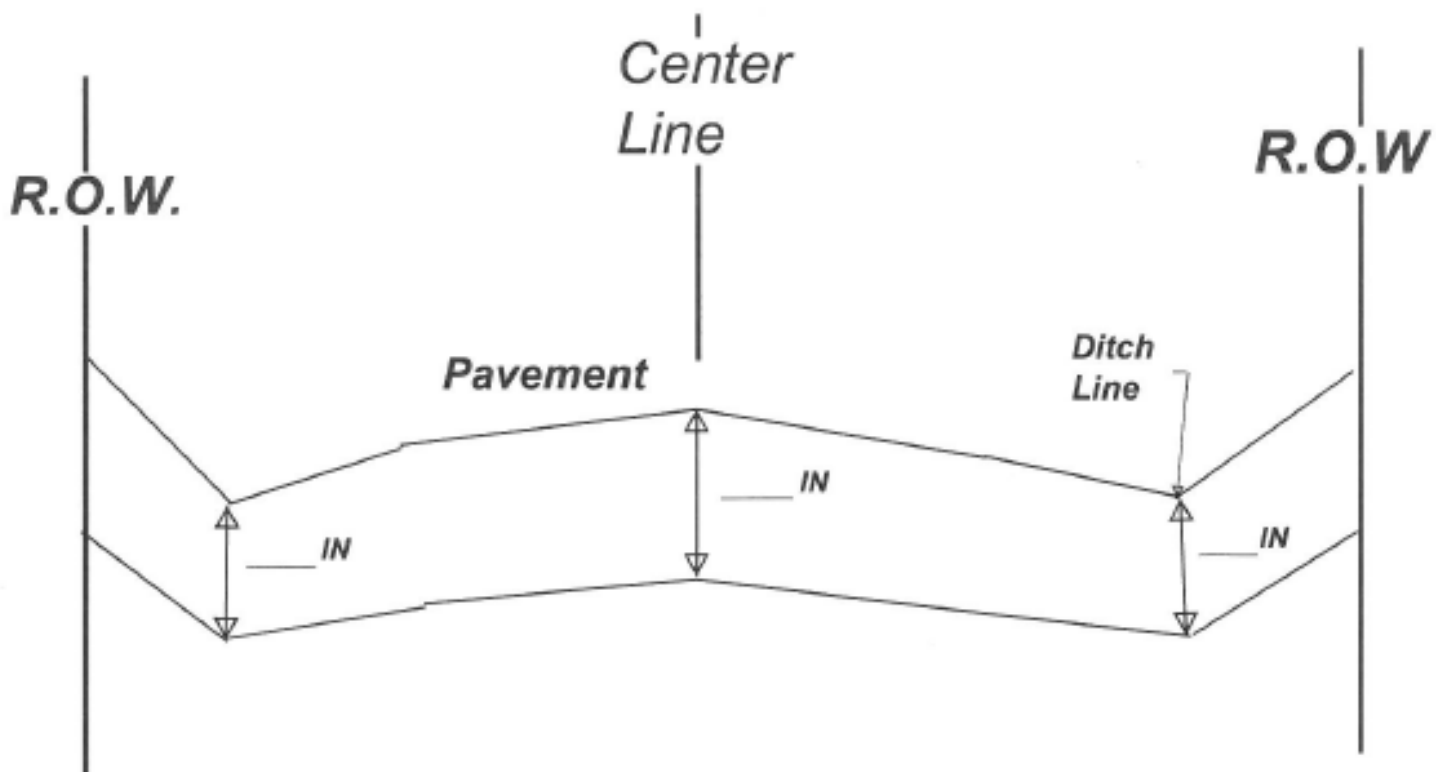
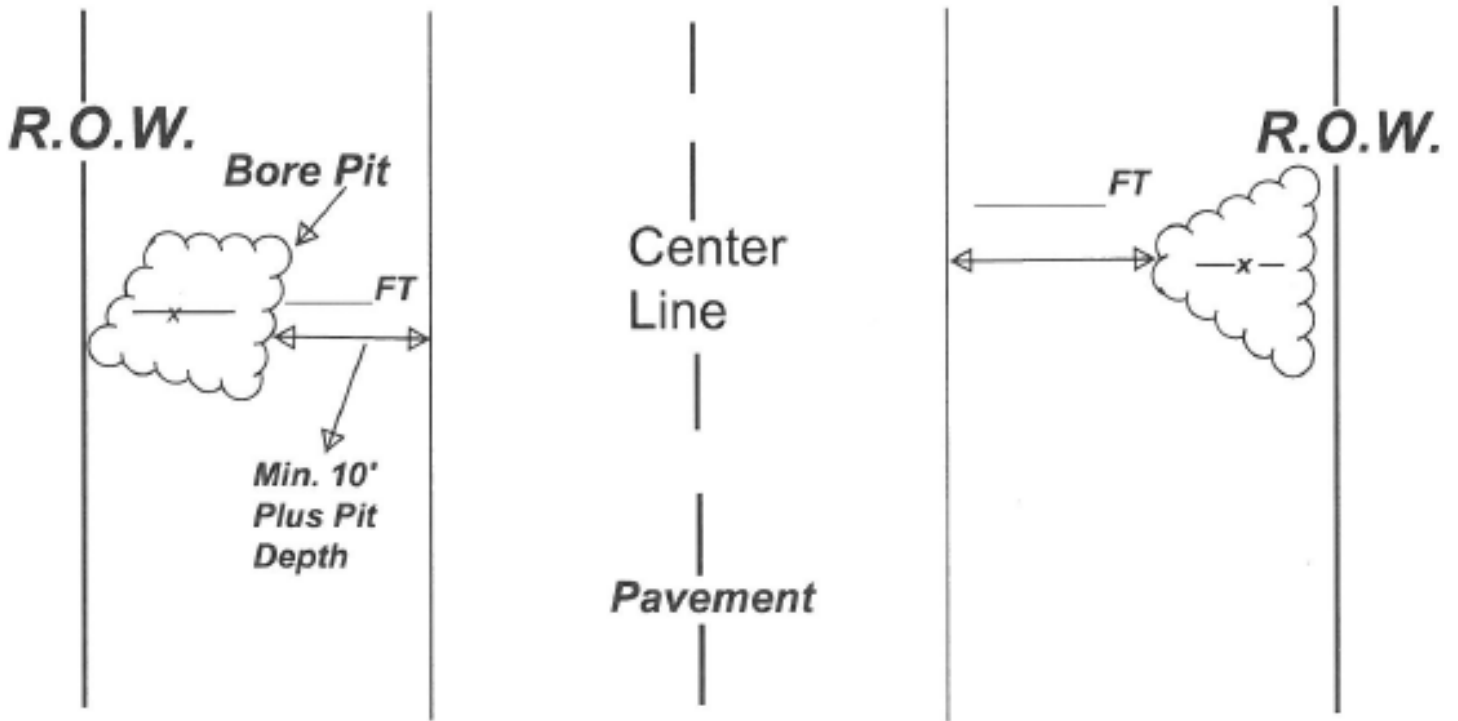
## **UTILITY PERMIT - GENERAL CONDITIONS & RESTRICTIONS**

1. As used herein, the phrase "the appropriate Highway Authority" refers to the Stephenson County Engineer and/or the Township Road Commissioner.
2. As used herein, the term "Applicant" refers to the utility owner, its successors, and assigns.
3. The Applicant is responsible for contacting J.U.L.I.E. (1-800-892-0123) 48-hours prior to any digging.
4. These permit conditions and restrictions apply to the Applicant and any of its: contractors, other persons or entities that fund or assist in the funding of the permitted utility installation, and other persons or entities that have or will assume the responsibility for the operation and maintenance of the permitted utility after it is installed.
5. The Applicant shall furnish all material, do all work, pay all costs, and restore said highway right-of-way (ROW), within the 180-calendar day permit period, to a condition similar or equal to that existing before the commencement of the described work.
6. The Applicant shall not interfere with or obstruct traffic on the highway(s) on which the utility work is permitted to occur. All work zone traffic control and protection for said highway(s) shall be in accordance with Division 700 of the current edition of the Illinois Department of Transportation (IDOT) Standard Specifications for Road and Bridge Construction and the current edition of the IDOT Supplemental Specifications.
7. Where the Applicant is permitted to install utilities in open cut trenches within shoulder, driveway, mailbox approach, or side road locations, all backfills shall be thoroughly tamped and compacted. The upper layer of all such trenches shall be backfilled with at least 15 inches of IDOT gradation CA-6 coarse aggregate. The Applicant shall maintain all backfilled trenches authorized with this permit until fully settled; replacing backfill as necessary and/or as directed by the appropriate Highway Authority to maintain a smooth, consistent, and safe finished surface.
8. **The Applicant shall bury all underground utilities within the highway ROW at least 48 inches below finished grade and at least 10 feet from the closest edge of pavement, except communication lines installed by the plowed method shall have a minimum cover of 24 inches and shall be installed near the right-of-way line except at driveways, entrances, culverts, and intersections where the depth shall remain at least 48 inches.**
9. The Applicant shall remove all excavation and/or demolition spoil material and restore the highway shoulders, ditches, and back-slopes to the lines and grades that existed prior to the utility installation.
10. The Applicant shall push, bore, auger, or tunnel all utility crossings beneath the existing highway pavement unless otherwise permitted by the appropriate Highway Authority. The Applicant shall replace and/or repair any highway pavement damaged during construction to the satisfaction of the appropriate Highway Authority.
11. The Applicant shall not use any tractor or other machinery equipped with wheel or track lugs that could cause damage to the highway surface.
12. In cases where it is necessary to remove existing guardrail posts during the utility construction, the Applicant shall replace the posts to the alignment and grade established by the Stephenson County Highway Department. The Applicant shall replace any posts damaged or broken during construction without cost to the County or Township. In cases where it is necessary to remove any highway signs, mailboxes, etc., the Applicant shall reset them in their original position immediately as soon as possible, as construction allows, and to the satisfaction of the appropriate Highway Authority.
13. The Applicant agrees to reimburse the County and/or Township for all costs incurred to make any repair(s) to any highway feature and/or appurtenance that the County or Township deems necessary due to any unsatisfactory condition resulting from the Applicant's work.
14. As directed by the appropriate Highway Authority and in accordance with the applicable provisions of the latest edition of the IDOT Standard Specifications for Road and Bridge Construction, the Applicant shall seed or sod, fertilize, and install temporary and/or permanent soil erosion and sediment control measures for all non-pavement areas where the established vegetation was removed and/or disturbed because of the utility installation work.
15. The Applicant assumes all risk, responsibility, and liability for accidents and damages that may accrue to persons or property on account of the work covered under this permit. The Applicant shall indemnify and hold harmless the County of Stephenson and its duly appointed agents and employees, and the Township and its duly appointed agents and employees, against any action for personal injury or property damage, or damage to the utility that occurs as a result of the permitted utility work during the execution of the permitted utility work or thereafter.
16. The Applicant shall not trim, cut, remove, or in any way disturb any trees or shrubbery within the highway ROW without the written approval of the appropriate Highway Authority.
17. This permit is effective in so far only as the County and Township have jurisdiction and does not presume to release the Applicant from complying with any existing statute relating to the construction of such improvements.
18. The Applicant shall, upon written notice from the appropriate Highway Authority, complete all modifications and/or relocations of the permitted utility facilities and/or appurtenances within the highway ROW, without expense to the County and/or Township, that the Highway Authority considers necessary for the relocation, reconstruction, widening, or maintenance of the highway and/or to provide proper protection to life and property on and/or adjacent to the highway. Should the Applicant fail to satisfactorily comply with such written notice within a reasonable time, the Highway Authority reserves the right to make such changes, additions, repairs, and relocations to said utility facilities and/or appurtenances itself, within its statutory limits, and the Applicant agrees to reimburse the appropriate Highway Authority for all costs incurred thereof.
19. In any instance or circumstance not covered or foreseen by these permit conditions and restrictions, the County Engineer of Stephenson County is authorized to impose reasonable conditions and restrictions suitable to the particular case.

**UTILITY PERMIT – PROJECT SPECIFIC CONDITIONS & RESTRICTIONS**

(To be provided by the Highway Department as necessary)

1.



**Typical Boring Detail**      DATE \_\_\_\_\_      JOB \_\_\_\_\_  
 BY \_\_\_\_\_      LOCATION \_\_\_\_\_