WALNUT
Township
Fairfield County, Ohio

Walnut Township Trustees
11420 Millersport Rd. NE
Millersport, OH 43046
(740) 467-2420 ext. 3

APPLICATION TO UTILIZE TOWNSHIP ROAD RIGHT – OF – WAY

TYPE (check appropriate item) ____ **Public Utility /** ____ **Non – Public Utility**

Permit #: _____

1. Name: _____
2. Mailing Address: _____

   City: _____ State: _____ Zip: _____

3. Contact Person: _____

   Phone: _____ Fax: _____ Cell: _____

4. Location Where: _____
   Work is to be Performed: _____
5. Description of work to be performed within right – of – way (circle appropriate number). If additional space is needed, add attachments and supply plans if applicable.
   Type of Utility (circle): Gas Electric Phone Cable Other:
   1. Overhead Line Parallel to road
   2. Overhead Line Crossing Road
   3. Underground Line Parallel
   4. Underground Line Crossing Road
   5. Utility Pole Installation
   6. Tree Trim/Removal
   7. Access Drive (describe purpose in detail)
   8. Boring

   9. Other: _____

   Detailed Description (as needed, add attachments if necessary):

   _____

   _____

6. Work will commence on or about _____ and will require _____ days to complete.

SEE REVERSE FOR REQUIREMENTS.

I agree to comply with all conditions, restrictions, and regulations of Walnut Township Trustees. If Compliance is not met in the opinion of Walnut Township, it is understood that Walnut Township reserves the right to stop work being performed and restore the right – of – way to an acceptable condition at the expense of the applicant.

_____ _____ _____

(Print name of agent) (Signature of agent) (Date)

SERVICE PROVIDER PERMIT REQUIREMENTS

1. **Copy of Liability Insurance Certificate.**
2. **Bond to be determined by Walnut Township.**
3. Nothing shall be permanently installed 3 feet of the centerline of any ditch or waterway or between the edge of pavement and the centerline of the road except Walnut Township approved culvert pipes or ditch enclosures.
4. **No open cuts shall be allowed across a Township Road. Boring requirements:**
   4.1. Nor bore pits are permitted within 10 feet of the edge of pavement, unless authorized by Walnut Township. No bore pits shall be left open overnight unless approved by Walnut Township
   4.2. All boring casing materials and material certifications, for casings used in road borings, shall be approved by Walnut Township prior to installation.
   4.3. No open cuts shall be allowed across driveways unless they are gravel; concrete/asphalt drives must be bored. Any open cuts across gravel driveways shall be restored to original condition within 4 hours of being disturbed. All open cuts across driveways shall be coordinated with land owners.
5. Depths of all buried telecommunication utilities shall be a minimum of 3 feet, except for fiber optic lines which shall be buried a minimum of 5 feet with 8 feet preferred. Electric lines shall not be buried in the right – of – way, except as permitted by the Township. When permitted electrical distribution or transmission lines shall maintain a minimum depth of 8 feet and include location markers provided, installed and maintained by the power company. Buried Electric Service Lines will be permitted providing the line exits a pole <u>that is 2 feet or less from the right – of – way line,</u> buried a minimum of 5 feet deep, and exits the right – of – way perpendicular to the road. All other underground utilities must be a minimum of 4 feet deep unless construction plans approved by the Walnut Township. No underground utilities shall be installed by any vibratory/knifing methods. All buried utilities crossing an open water course shall be buried a minimum of 6 feet deep under the watercourse.
6. Overhead utilities shall maintain a minimum clearance of 16.5 feet. Overhead electric lines shall maintain the National Electrical Safety Code clearance.
7. Anything considered a road hazard, in accordance with the Fairfield County Engineer's Office Road Hazard Policy, is not permitted within the preferred clear zones established by this policy. Preferred clear zone widths vary from 9 feet to 14 feet from edge of pavement, depending on the County Road Classification. Any road hazard, including poles, lines, vent pipes, etc., installed within the right – of – way must be delineated on a set of plans accompanying the permit application, with the offset from centerline to each object clearly marked.
8. There shall be no overnight parking of any equipment, materials, items, etc. within 10 feet of edge of payment.
9. All work requiring personnel or vehicles within township road right – of- way shall comply with all applicable requirements of the Ohio Manual of Uniform Traffic Control Devices Item 614 (Maintaining Traffic) of the Construction and Materials Specifications, latest editions.
10. **Driveway Requirements** A separate permit is required from Walnut Township Office for the installation of each temporary or permanent drive. The elevation of the drive where it abuts the road shall be constructed ½ inch below the edge of the existing road. Driveway culvert type, size and length will be established during Township site visit and specified in the permit.
11. Any disturbed areas shall be restored to an equal or better condition. Any disturbed road side ditches or waterways shall be restored to original grade within 14 days from completion of project.
12. Any required valves, clean – out lids, inspection boxes, manholes, etc. will be flush with final surface grades and have traffic worthy frames and lids. All service valve taps shall be located outside of the road right – of – way.
13. All installations, lines, manholes, improvements, etc. shall be the permanent responsibility of the utility. Utility installations that must be relocated due to a Township Road or Bridge Project shall be relocated at the expense of the responsible utility.
14. Road closures will not be permitted unless Township and public advanced notice is arranged.

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PERMIT TO UTILIZE TOWNSHIP ROAD RIGHT – OF – WAY

PERMIT #

TYPE: ___ LANDOWNER ___PUBLIC UTILITY ___NON-PUBLIC UTILITY

Permittee: _____

Subject to all of the terms, conditions, permit requirements and restrictions listed within this permit, the Permittee listed above is authorized to perform the work.

Notification:

Permittee must notify Walnut Township Office within 48 hours of the beginning of work authorized within the permit and upon completion of work. Additional notification may be required during duration of work as deemed necessary by Walnut Township.

Prior to any excavation in the road right – of – way, the Ohio Utilities Protection Service (OUPS) must be contacted in accordance with ORC Section 3781.25 to 3781.322. OUPS can be reached at 1-800-3362-2764.

Location of Work: _____

Description of Work: _____

Liability: Permittee herein understands and agrees to hold Walnut Township, Ohio, harmless and agrees to indemnify Walnut Township, Ohio from any and all liability of whatever kind and nature which may arise as a result of Permittee's activities within the right – of – way of Walnut Township.

Maintenance Responsibility: All future maintenance responsibities for this work is the responsibility of the Permittee, forever.

At all times, this permit is to be in the possession of the person in charge of the work at the location work is being performed and is to be shown upon request to Walnut Township Trustee or their designee. Non-compliance may result in this permit being rescinded.

This permit is valid only until _____and only for the work described in description of work at the location described in location of work.

Project approved by: _____Date_____