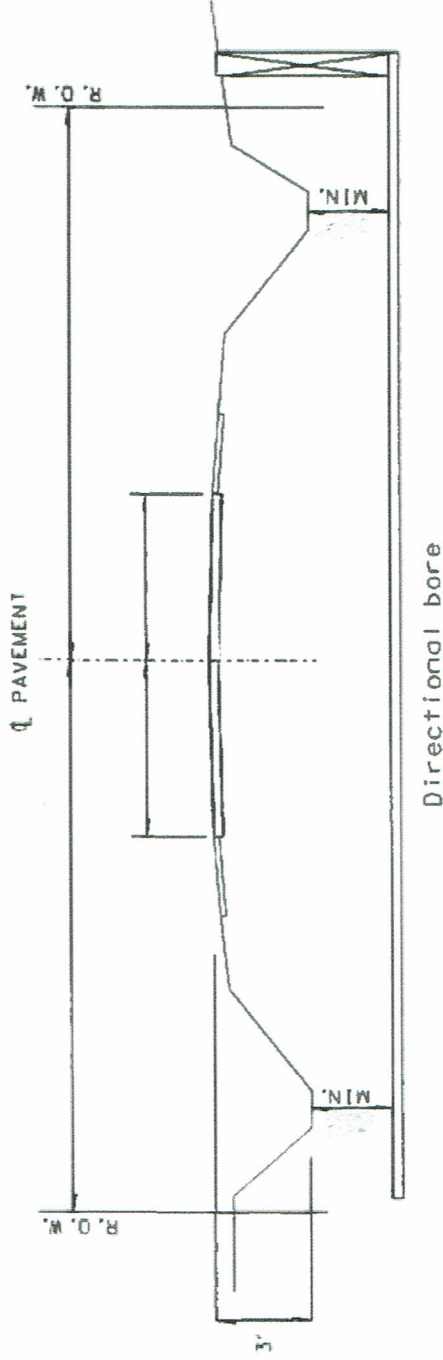


## UTILITY PERMIT SUBMITTAL TIPS ON COUNTY HIGHWAYS

The Lawrence County Highway Department is requesting your plans include the following information:

- Include a location map to assist in determining the location of the proposed utility
- The width of existing Right-of-Way
- Horizontal location of proposed utility from the Right-of-Way line
- Depth as stated in the Utility Permit: Policy and Regulations below existing ground, and the distance from any pavement or structures. Please remember that future roadway projects or maintenance could have ditch cuts that would require the utility to be relocated, so deeper the better.
- If utility crosses under the pavement, a **CROSS SECTION** should be shown indicating the existing pavement, the flow line of the roadside ditches, and the Right-of-Way with the proposed depth below the flow line of the ditch or the lowest part of the terrain.
- If utility crosses over the pavement, a **CROSS SECTION** should be shown indicating the existing pavement, the flow line of the roadside ditches, the centerline of the road, and the Right-of-Way with the proposed height above the centerline of the road or the highest part of the terrain.
- Facilities should not be located in the flow line of the roadside ditches.
- If utility crosses under the pavement, the **LOCATION OF THE BORE PITS** from the edges of the existing pavement should be shown. The depth of the bore pit should also be shown.
- Method of installation – direct bury (plow or trench) or directional bore
- Indicate what is being installed, the size, and if required type of encasement
- Appurtenances, other equipment or additional objects installed shall be indicated on the drawing
- Overhead pole information if attaching to existing poles or installing new poles
- Be aware that farm tiles may be damaged during the installation process, repair will be required. Damage may not be known until well after the installation is complete.
- A bond may be required

### Example Cross Section



#### Things to Indicate on the Drawing

1. What depth is the bore under the flow line of the ditch (or) lowest point?
2. Indicate bore pits and hand holes on drawing.
3. What is the dimension of the pit from edge of pavement?
4. What is the dimension of the pit from ROW?
5. Will the line be encased? If so, what type of encasement are you using?
6. If the line is under pressure, what is the operating psi, psig?

Line must be at a 90 Degree angle to roadway.

Line must be 18 feet minimum (Conventional Highway) (or) 20 feet minimum on Access Control above the highest elevation of roadway.

All appurtenances must be within 1 foot of ROW.

