



OCONEE COUNTY ROADS AND BRIDGES DEPARTMENT
15022 WELLS HIGHWAY
SENECA SC 29678
864-886-1072

TMS #

PERMIT #

EXP. DATE:

ENCROACHMENT PERMIT APPLICATION

<input type="checkbox"/> Home Owner <input type="text"/>		<input type="checkbox"/> Contractor <input type="text"/>		PUPS # <input type="text"/>	
<input type="checkbox"/> D/W Installation Requested <input type="text"/>		<input type="checkbox"/> Utility <input type="text"/>		Locate calls are required by law, call 1-888-721-7877 at least 3 business days before any type of excavation.	
Applicant Name <input type="text"/>					
Company Name <input type="text"/>			Contractors License # <input type="text"/>		
Address: <input type="text"/>		City <input type="text"/>	Zip <input type="text"/>	Phone <input type="text"/>	
PROPERTY OWNER Name <input type="text"/>					
Address <input type="text"/>		City <input type="text"/>	Zip <input type="text"/>	Phone <input type="text"/>	
Work Location Address of Work Site <input type="text"/>				ROAD NUMBER: <input type="text"/>	
Nearest Intersecting Road: <input type="text"/>					
DESCRIPTION OF WORK TO BE DONE: <input type="text"/>			SQ. FT OF PAVEMENT CUT <input type="text"/> X <input type="text"/> = <input type="text"/>		
			LINEAR FT OF NEW INSTALLATION = <input type="text"/>		
ESTIMATED START DATE: <input type="text"/>			ESTIMATED FINISH DATE: <input type="text"/>		

<p align="center">PERMIT REQUIREMENTS Permittee shall comply with each of the following conditions and items. (Applicant becomes Permittee upon permit approval)</p>	
<input type="checkbox"/> Notify the County inspector if there are any changes to the approved permit.	PERMIT FEE: <input type="text"/>
<input type="checkbox"/> Notify the County Road Office (864) 886-1072 at least 48 hours before work begins.	
<input type="checkbox"/> Keep a copy of this permit and approved plans at the work site at all times.	BOND: <input type="text"/>
<input type="checkbox"/> Notify County inspector upon completion of activity for final inspection.	DATE: <input type="text"/>

APPLICANT CERTIFICATION

1. Pursuant to provisions of Statutes of the Code of Laws of South Carolina, 1976, and Oconee County Ordinance Section 26-7, the undersigned Applicant hereby notifies OCONEE COUNTY ROADS AND BRIDGES DEPARTMENT, OCR&B of the said applicant's purpose to conduct or install and maintain a public service utility line, as described herein, within the limits of a roadway right-of-way, along or over the County roadway or roadways, described herein.
2. Description of location: (Attach sketch indicating roadway features such as: pavement width, shoulder width, sidewalk and curb and gutter location, significant drainage structure, north arrow, right-of-way width, and location of the proposed utility work with respect to the roadway centerline and the nearest intersecting road on the County system.) Utility companies are required to submit three (3) sets of plans or drawings.
3. The undersigned applicant hereby requests the OCR&B to formally waive objections to construction or maintenance of the work described herein. It is expressly understood that the work, if and when constructed, shall be installed in accordance with the sketch attached hereto and made part hereof. The applicant agrees to comply with and be bound by the SCDOT's "A Policy for Accommodating Utilities on Highways Rights-of-Way" and "Standard Specifications for Highway Construction" (made a part hereof by reference) on file in the OCR&B, and all general provisions on the reverse hereof and special provisions below or attached hereto during the installation, operation and maintenance of said work or utility facilities within the OCR&B's Right-of-Way. The applicant hereby further agrees, and binds his heirs, successors, and assigns to assume any and all liability this OCR&B might otherwise have in connection with accidents or injuries to persons, or damage to property, including the roadway, that may be caused by the construction, maintenance, use, moving or removing, of the physical appurtenances contemplated herein and agrees to indemnify the OCR&B for any liability incurred or injury or damage sustained by reason of the past, present, or future existence of said appurtenances.
4. Attach copy of license, insurance and bond to verify capability to perform work.
5. If applicable, attach document to verify authority as agent.

APPLICANT SIGNATURE:

DATE:

PROPERTY OWNER OR PUBLIC UTILITY AUTHORIZED AGENT CERTIFICATION

I Certify to the best of my knowledge, information and belief that:

1. The applicant is capable and understands the terms and agreements of this permit.
2. The applicant is authorized to perform the work as requested on the application.
3. The proposed encroachment is not contrary or conflicting with any recorded covenants.
4. The work is to be performed in compliance with all other applicable Federal, State, and Local laws and regulations, as well as the provisions of this permit.

PROPERTY OWNER
 Or AUTHORIZED AGENT SIGNATURE:

DATE:

OCONEE COUNTY ROADS AND BRIDGES

ENCROACHMENT PERMIT APPLICATION

FEES		Permit fees (non-refundable)		Bonds (if required)		Permit Conditions	
<input type="checkbox"/>	Residential / Commercial	\$60.00		<input type="checkbox"/>	Road Cut	<input type="checkbox"/>	Traffic Control (see 3 on back)
<input type="checkbox"/>	D/ W Installation Requested	2.5 x Materials			Pavement Cut Permit		
<input type="checkbox"/>	Pavement Cut Fee- Contractor Only	\$250.00 +\$10.00 /sf			Fee x 10 = <input type="text"/>	<input type="checkbox"/>	Commercial / Utility (must provide 3 sets of Engineering Drawings)
<input type="checkbox"/>	Permit Extension	\$10.00				<input type="checkbox"/>	Residential (drawing or sketch)
<input type="checkbox"/>	Re-Inspection Fee	\$60.00		<input type="checkbox"/>	New Installation		
<input type="checkbox"/>	Longitudinal work in ROW	\$60.00 +\$0.10 / lf			Longitudinal Permit		
<input type="checkbox"/>	Bore Beneath Pavement	\$60.00 +\$0.10 / lf			Fee x 50 = <input type="text"/>		

OCONEE COUNTY Roads and Bridges Department Approval

In compliance with your request and subject to all provisions, terms, conditions and restrictions stated in the application, general provisions on the reverse hereof, and special provisions below or attached hereto, the OCR&B approves the request. This permit shall become null and void unless the work contemplated herein shall have been completed prior to:

Date:

SPECIAL PROVISIONS:

Permit Specialist Review and Verification of Completeness of Form and Compliance of Encroachment Permit Policy.

Approval Signature: Date:

Manager/ Engineer: Date:

FOR COUNTY INSPECTOR'S USE ONLY	DATE	ACCEPT	ADDITIONAL INSPECTOR COMMENTS:
Application Received	<input type="text"/>	<input type="text"/>	<input type="text"/>
Initial Inspection	<input type="text"/>	<input type="text"/>	<input type="text"/>
Pre-Construction Inspection	<input type="text"/>	<input type="text"/>	<input type="text"/>
In-Progress Inspection	<input type="text"/>	<input type="text"/>	<input type="text"/>
Final Inspection	<input type="text"/>	<input type="text"/>	<input type="text"/>
Additional Inspections	<input type="text"/>	<input type="text"/>	<input type="text"/>

GENERAL PROVISIONS

1. NOTICE PRIOR TO STARTING WORK: Before starting the work within the limits of the roadway right-of-way, the Oconee County Roads and Bridges Department shall be notified 48 hours in advance so that we may be present while the work is underway and this permit is subject to further restrictions.
2. PERMIT SUBJECT TO INSPECTION: This permit shall be kept at the site of the work at all times while said work is under way and must be shown to any representative of the County or law enforcement officer.
3. PROTECTION OF ROADWAY TRAFFIC: Adequate provisions shall be made for the protection of the roadway traffic at all times. Necessary detours, barricades, warning signs and flagmen shall be provided by and at the expense of the Permittee and shall be in accordance with the MUTCD, Latest Edition. No road will be blocked except for emergency situations. No county road closure shall be made without Oconee County Roads and Bridges Department approval and proper community notification. The work shall be planned and carried out so that there will be the least possible inconvenience to the roadway traffic. The Permittee agrees to observe all rules and regulations of the SCDOT and Oconee County while carrying on the work contemplated herein and take all other precautions that circumstances warrant.
4. STANDARDS OF CONSTRUCTION: All work shall conform to recognized standards of construction and shall be performed in a workmanlike manner. Adequate provisions shall be made for maintaining the proper drainage of the roadway. All work shall be subject to the supervision and satisfaction of the Oconee County Roads and Bridges Department.
5. FUTURE MOVING OF PHYSICAL APPURTENANCES: If, in the opinion of the Oconee County Roads and Bridges Department, it should ever become necessary to move or remove the physical appurtenances, or any part thereof contemplated herein, on account of change in location of the roadway, widening of the roadway, or for any other sufficient reason, such moving or removing shall be done on reasonable demand of the Roads and Bridges Department at the expense of the Permittee.
6. RESTORATION OF ROADWAY FACILITIES UPON MOVING OR REMOVING OF PHYSICAL APPURTENANCES. If, and when, the physical appurtenances contemplated herein shall be moved or removed, either on the demand of the Roads and Bridges Department or at the option of the Permittee, the roadway and facilities shall immediately be restored to their original condition at the expense of the Permittee
7. COSTS: All work in connection with the construction, maintenance, moving or removing of the physical appurtenances contemplated herein shall be done by and at the expense of the Permittee.
8. Definitions of important terms are included in Section 26-7 of the Oconee County Code of Ordinances and are incorporated herein by reference.
9. PERMISSION OF ABUTTING PROPERTY OWNERS: It is a fact that this permit does not in any way grant or release any rights lawfully possessed by the abutting property owners. The Permittee shall secure any such rights necessary from said abutting property owners.
10. WORK PERFORMANCE:
 - (a) Utility Poles shall be placed at the distance from the centerline of the roadway as specifically stipulated herein and in the permit.
 - (b) All crossings over the roadway shall be constructed in accordance with Specifications for Overhead Crossings of Light and Power Transmission Lines and Telephone and Telegraph Lines over each other and over Highway Rights-of-Way in South Carolina, as approved by the Public Service Commission of South Carolina and effective as of date of this permit.
 - (c) Service and other small diameter pipes shall be jacked, driven, or otherwise forced underneath the pavements on any surfaced road without disturbing said pavement. The section under the roadway pavement and within a distance of two (2) feet on either side shall be continuous without joints.
 - (d) No pavement shall be cut unless specifically authorized herein.
 - (e) No excavation shall be nearer than three feet to the edge of pavement unless specifically authorized herein, nor shall be left open overnight without proper barricades and lights. Excavations shall be limited to a maximum one thousand (1000) linear feet of open trench before backfill operations must begin.
 - (f) Underground facilities will be at minimum depths as defined in the Utility Accommodations Manual for the transmittant, as follows:
 - (1) Bury under pavement - 4 feet minimum for hazardous or dangerous transmittant- 3 feet minimum for other lines.
 - (2) Bury under other surfaces - 30 inches minimum for power and communication lines and 3 feet for all other facilities. Shallower depths may be approved in writing prior to installation if adequate protection is provided.
 - (g) Work shall be performed in accordance with the SCDOT's Latest Editions of "A Policy for Accommodating Utilities on Highway Rights-of-Way", and "Standard Specifications for Highway Construction".
11. The Permittee shall be responsible for obtaining any other approvals or permits necessary or proper for installation.
12. Permittee is responsible for maintaining reasonable access to private driveways during construction.
13. If a driveway apron adjoining a county road is cut or damaged during the process of installing utilities, it is the responsibility of the Permittee to replace such entire apron.
14. There shall be no excavation of soil nearer than two feet of any public utility line or appurtenant facility except with the consent of the owner thereof, or except upon special permission of the Roads and Bridges Department after an opportunity to be heard is given the owner of such line or appurtenant facility.
15. LICENSED CONTRACTOR REQUIRED: Licensed and bonded contractors/subcontractors or utility companies shall be required to perform all work within the county right-of-way unless explicitly waived by the Roads and Bridges Department.
16. BONDING OF WORK: If a bond is required, a surety bond, cash bond, or Irrevocable Letter of Credit from an accredited lending institution must be posted prior to issuance of the permit and will be held for a period of 18 months after all repairs have been completed. The cash\bond is refundable after such 18 months waiting period, upon a final inspection to ensure work is completed to the satisfaction of the county.
17. Oconee County Roads and Bridges Department may revoke, annul, change, amend, amplify, or terminate this permit or any of the conditions herein enumerated if Permittee fails to comply with any or all of its provision, requirements and regulations as herein set forth.
18. Except in emergency circumstances, all activity in the public right-of-way shall be performed during daylight hours, sunrise to sunset, unless otherwise specified in the Permit.
19. In accepting this permit, the Permittee agrees that any damage or injury done to the property of the Permittee or any expense incurred by the Permittee through the operation of a contractor shall be at the sole expense of the Permittee.
20. LIABILITY: Applicant/ Permittee assumes the sole responsibility for the safety and protection of the premises and of employees and other persons and assumes liability for any injury or damage occurring on account of the performance of work under this encroachment permit, whether due to negligence, fault or default of Applicant/ Permittee or not. Such liability of Applicant/ Permittee under this encroachment permit is absolute and is not dependent upon any question of negligence on its part or on the part of its agents, servants or employees, and neither the approval by the engineers or the chief engineer of the methods of doing the work nor the failure of the engineers or the chief engineer to call attention to improper or inadequate methods or to require a change in methods, nor the neglect of the engineers or the chief engineer to direct the Applicant/ Permittee to take any particular precautions or to refrain from doing any particular thing shall excuse the Applicant/ Permittee in case of any such injury to person or damage to property.
21. INDEMNITY AGAINST LIABILITY: Applicant/ Permittee shall indemnify Oconee County, its agents, officials and employees against all injuries, deaths, loss, damages, claims, patent claims suits, liabilities, judgments, costs and expenses that may in any way accrue against Oconee County in that the act was caused through negligence or omission of the Applicant/ Permittee or Applicant/ Permittee's employees of the subcontractor or subcontractor's employees, if any, and the Applicant/Permittee shall, at Applicant/Permittee's own expense, appear, defend, and pay all charges of attorneys and all costs and other expenses arising from or incurred in connection with that activity, and if any judgment shall be rendered against Oconee County in any such action, the Applicant/ Permittee shall, at Applicant/ Permittee's own expense, satisfy and discharge that judgment. Applicant/ Permittee expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by Applicant/Permittee, shall in no way limit the responsibility to indemnify, keep and save harmless and defend Oconee County as here provided. Insurance coverage specified herein constitutes the minimum requirements and requirements shall in no way lessen limit the liability of Applicant/ Permittee. Applicant/ Permittee shall procure and maintain, at his own cost and expense, any additional kinds and amounts of insurance, which, in his own judgment, may be necessary for his property protection in the protection of the work.
22. REVOCATION: Oconee County reserves the right, at any time, to cancel the permit should the Applicant/ Permittee fail to comply with the terms and conditions under which it was granted. The County reserves the right, at any time, to cancel the permit should the Applicant/ Permittee fail to comply with the terms and conditions under which it was granted.
23. Sections 1-22 above represent a sub-set of the official Oconee County Roads and Bridges Department Encroachment Permit Policy that is included in Oconee County Code of Ordinances: Section 26.

Initials of Applicant