



Columbia City, Indiana 46725

Phone: (260) 248-3123

Fax: (260) 248-3125

E-mail: whitleyhighway@whitleygov.com

Right-of-Way Permit Application

Contractor	_____
Address	_____
Phone	_____
Email	_____

Applicant	_____
Address	_____
Phone	_____
Email	_____

Application Date: / /

Township: _____

Location: _____

Road Surface Type: Pavement Gravel

Work location: Shoulder Road Surface Ditch

(Circle all that apply)

Type of Work: _____ Opening: L: _____ W: _____ D: _____

4' minimum bore depth

Number of Bores _____ Number of Excavations _____ Number of Structures _____

Length of buried cable/pipe: _____ linear foot

Length of reconstructed or new aerial lines: _____ linear foot

Number of Poles: _____

The following supporting documentation is required:

_____ Detailed description of project

_____ Detailed map of project

_____ Duration of project

Any open cut of a roadway requires approval from the Whitley County Board of Commissioners

If any County Regulated Drains will be encountered, please contact:

Whitley County Engineering
220 W Van Buren St Ste.203
Columbia City, IN 46725
260-248-3107
wcdrainage@whitleygov.com

**PLEASE USE THE FEE SCHEDULE BELOW TO DETERMINE THE TOTAL OF ALL APPLICABLE FEES.
ALL FEES WILL BE VERIFIED DURING PERMIT REVIEW.**

Right-of-Way Permit Application Fee:	=	\$40.00
Road Excavation/Cut:		
Cuts on Gravel _____	\$250.00 per cut	= _____
Cuts on Pavement _____	\$500.00 per cut	= _____
Plowing/Knifing in Cable/Pipe:	\$1.00 per linear foot with a \$100.00 minimum fee	
	<input type="checkbox"/> 99ft < \$100 =	_____
	OR _____ ft x 1.00 =	_____
Directional Boring:	\$1.00 per linear foot with a \$100.00 minimum fee	
	<input type="checkbox"/> 99ft < \$100 =	_____
	OR _____ ft x 1.00 =	_____
Trenching/Excavating Adjacent to Road:	\$1.00 per linear foot with a \$100.00 minimum fee	
	<input type="checkbox"/> 99ft < \$100 =	_____
	OR _____ ft x 1.00 =	_____
Boring or Pushing Under Road:	\$150.00 per bore, per location	
	Number of Bores _____	= _____
Pole Lines	\$1,000.00 per mile, or minimum of \$75.00 per pole	
	Number of miles _____	= _____
	OR Number of poles _____	= _____
Setting individual structures*	\$200.00 per structure	
*including any and all permantly fixed structures in Whitley County Right-Of-Way	Number of Structures _____	= _____

TOTAL DUE =

All payments to be made payable to Whitley County Highway Department

FOR OFFICE USE ONLY	
Fees verified by: _____	Date: _____

Whenever an open cut is permitted, the applicant shall, upon the completion of the installation, backfill the trench with material as specified by the Whitley County Highway Director and will thoroughly tamp backfill in layers not exceeding six inches deep. The road surface shall then be promptly replaced with like materials in a condition that is at least equal to or better than when cut. The surface that has been disturbed must maintain a smooth and uniform condition for a period of 6 months after the work is completed. When any installation is commenced, the work shall be carried on expeditiously and without any unnecessary delay.

It shall be the duty of the permit holder to erect proper warning signs and/or barricades and to provide flag-men or other appropriate warning devices proportionate to the risks involved throughout the process of the work and all holders of the permits shall indemnify and save Whitley County harmless from any and all claims and causes of action, if any, which may be asserted or filed against the County by any persons, firms, corporations, if any, who have been injured or damaged or claim to have been injured or damaged, on account of any installations made pursuant to this ordinance or on account of any work done in the making of such installation.

If the ROW work requires a complete road closure, it shall be the duty of the permit holder to inform Whitley County Highway Department (260-248-3123), the Whitley County Sheriff's Department (260-244-6410), any applicable school district, and bordering counties (if applicable) of any road closure the day the closure begins prior to its closing and immediately upon reopening.

I have read, acknowledge, and accept all terms included herein.

Authorized Signature: _____

Permission granted on behalf of the Whitley County Board of Commissioner:

Whitley County Highway Director/Superintendent/Engineer

Date

Decision deferred to the Honorable Board of County Commissioners of Whitley County t

Whitley County Highway Director/Superintendent/Engineer

Date

Permission Granted by the Board of Whitley County Commissioners

Date: _____

