

PERMIT CRITERIA

Revised 9/27/2023

A Highway Use Permit shall be required when doing any utility work within the limits of the road right-of-way of any county or township road. This work shall include but not limited to:

1. Placing buried cable within the road right-of-way.
The utility shall be placed in a three (3) foot wide corridor adjacent to the right-of-way line.
 - a) If the installation can not be made in the three (3) foot corridor, a field review will be done, before the permit is issued, to determine if any deviation will be permitted.
2. Placing any pipe or conduit within the road right-of-way for the transmission of water, gas, etc.
Pipe or conduit for the transmission of gas, water or other liquids shall be placed in a three (3) foot wide corridor adjacent to the right-of-way line.
 - a) Any deviation from this must have prior approval from the County Engineer.
3. Installing any pipe or conduit under the roadway by boring or open cut.
The primary means of road crossing shall be by boring under the road and placing a casing or conduit. The utility will then be placed inside the casing.

Open cuts are to be an option only when:

- a) Two (2) or more unsuccessful attempts to bore have been made and unfavorable soil conditions have been determined.

The decision to allow an open cut shall be made by the County Engineer.

- a) Bores and open cuts shall be a minimum of three (3) feet from the top of the casing to the roadway surface.
- b) Method of backfill of open trenches, crossing roads, shall be determined by the County Engineer.

4. Replacing or placing new utility poles within the road right-of-way
Placement of five (5) or more new poles or replacing five (5) or more poles, on any road, shall require a permit. These do not have to be consecutive poles.
 - a) Poles shall not be more than three (3) feet from the right-of-way line.
 - b) Old poles shall be removed on their entirety.

All permit applications shall be accompanied by a plan sheet(s).

All plans shall include the following:

- a) A distance from the edge of pavement (E/P) to the utility.
- b) Distance to the right-of-way line (R/W).
- c) Distance from E/P or centerline to all utilities.
- d) Location of any proposed bore pits, minimum distance from E/P not to be less than the (10) feet.
- e) Show suitable landmarks, side roads house numbers, etc.
- f) Show existing physical conditions, such as bridges, culverts, trees, signs, etc.
- g) Depth of proposed buried utility.

ANY DEVIATION FROM THAT OF THE APPROVED PERMIT SHALL REQUIRE APPROVAL BY THE COUNTY ENGINEER, OF ANY MODIFICATIONS, BEFORE WORK IS STARTED.

WORK DONE BEFORE A PERMIT IS ISSUED MY BE SUBJECT TO REMOVAL AND RECONSTRUCTION, AT THE EXPENSE OF THE UTILITY. AS DETERMINED BY THE COUNTY ENGINEER.

In new subdivisions, construct and complete all underground sanitary sewers, storm sewers, water lines, gas mains, electric and telecommunications conduits and service laterals or connections before the roadway paving operations begin. Provide sleeves under the pavement in advance as necessary. Boring, jacking, augering, and directional drilling methods of installation after the commencement of preparation of the subgrade shall be permitted only with the prior approval of the County Engineer. Open cutting of new pavements is prohibited.

Jurisdiction _____

Road Name or Number _____

Township _____

OFFICE USE ONLY
AMOUNT PAID _____
CHECK # _____
TO BE INVOICED _____
PERMIT# _____

LORAIN COUNTY ENGINEER'S OFFICE
247 HADAWAY STREET
ELYRIA, OHIO 44035

REVISED 9/27/2023
ELYRIA: 440-329-5590
440-329-5000 option 6

HIGHWAY USE PERMIT APPLICATION

TO: Board of Lorain County Commissioners
c/o Lorain County Engineer
247 Hadaway Street
Elyria, OH 44035

Date: _____

ALL HIGHWAY USE PERMITS ARE SUBJECT TO A \$50 FEE. CHECKS AND MONEY ORDERS
ACCEPTED, PAYABLE TO "LORAIN COUNTY ENGINEER'S OFFICE"

PER COMMISSIONER'S RESOLUTION NO. 91-319

Application is hereby made by (1) _____

Mailing Address (2) _____

To (3) _____

At the following described location (4) in _____ Township(s)

Along across _____ Road.

Mi. _____ Ft. _____ N ☐ E ☐ W ☐ S ☐ of _____

Accordance with the attached plan (5). Work will commence on or about _____
and will require _____ days. (6) Open cut of pavements shall not be permitted unless no reasonable
alternate method is available. If the proposed installation requires the opening of the pavement, give the following
information.

A. Conditions necessitating opening of pavement _____

B. The opening to be made in the pavement will be _____ feet long by _____ feet wide and
_____ feet deep.

C. Pavement is to be replaced by:

a. _____

Directed by and to the complete satisfaction of the Lorain County Engineer.

b. We hereby agree to backfill the trench of said opening in compliance with the standards
of the Lorain County Engineer set forth herein using the construction methods,
materials and workmanship so prescribed by the Lorain County Engineer.

(7) All work requiring men or vehicles on the pavement or shoulders shall comply with
all the traffic control requirements of the Ohio Manual of Uniform Traffic Control
Devices. Failure to comply with this requirement will be cause for immediate
suspension of the permit until the proper traffic controls have been provided.

(8) We agree to comply with all the conditions, restrictions and regulations of the Lorain
County Engineer's Office.

(9) A signed copy of the General Provisions is to be attached.

Printed Name

Title

Signature

Phone No.

WORK TO BE DONE UNDER THIS PERMIT

(See Sec. 5547.04 Ohio Revised Code)
(See Sec. 153.64 effective July 26, 1982)

General Provisions Applicable to All Permits

The granting of this permit does not in any way abridge the right of the Board of the County Commissioners of Lorain County, in their jurisdiction over the county highways. If, in the process of any future work or for the benefit of the traveling public, it becomes necessary, in the opinion of the County of Lorain to order the removal, reconstruction, relocation or repair of any of the fixtures, or work performed under this permit, said removal, reconstruction, relocation or repair shall be wholly at the expense of the owners thereof, and be made as directed by the Lorain County Engineer.

Applicants are advised that townships within the County may have permit requirements for the township-maintained roads in addition to those set forth here-in. The Lorain County Commissioners assume no responsibility for the failure of the applicant to secure such applicable township permits.

The Lorain County Engineer shall act for and in behalf of the County of Lorain in the issuance of the carrying out of the provisions of all permits.

The Lorain County Engineer shall have full authority to ensure that the provisions of this permit are fully complied with retains the right to reject any materials or workmanship in the restoration of County Highway facilities. Failure on the part of the permittee to conform to the provisions of this permit will be cause for suspension, revocation or annulment of this permit as the County of Lorain deems necessary.

If the party or parties to whom this permit is issued does anything contrary to the orders of the Lorain County Engineer and, after due notice, fails to correct such work or to remove such structure or material as he or they may be ordered to remove, the Lorain County Engineer may, with or without notice, correct such work or remove such structures or material; and the party or parties to whom the permit is issued shall reimburse the Lorain County Engineer for any expense incurred in correcting the work or removing the structure or materials.

All the work herein contemplated shall be done to the satisfaction of the Lorain County Engineer, and the entire expense thereof shall be borne by the party or parties to whom this permit is issued.

Except as herein authorized, no excavation shall be made or obstacle placed within the limits of the highway in such manner as to interfere with the travel over the road.

If any grading, sidewalk or other work done under this permit interferes with the drainage of the highways in any way, such catch basins and outlets shall be constructed as may be necessary to take proper care of said drainage.

The acceptance of this permit or the doing of any work thereunder shall constitute an agreement by the party or parties to whom the permit is granted to comply with all of the conditions and restrictions printed or written herein.

All of the above conditions shall be applicable to the work herein authorized, unless the same are inconsistent with the conditions on the face of the permit, in which case the conditions written or printed on the face of the permit shall apply.

Highway property disturbed by the permittee shall be restored using materials, design and workmanship in conformance with the Lorain County Standards.

All pole lines are to be built in accordance with Administrative Order No. 72 of the Public Utilities Commission of Ohio.

All work requiring men or vehicles on the pavement or shoulders shall comply with all of the requirements of the Ohio Manual of Uniform Traffic Control Devices.

Failure to comply with this requirement will be cause for immediate suspension of the permit until the proper traffic controls have been provided.

The permittee, upon completion of the work, shall leave the highway clean of all rubbish, excess materials, temporary structures and equipment, and all parts of the highway shall be left in acceptable condition.

The permittee shall save harmless the County of Lorain and all of its representatives from all suits, actions or claims of any character, brought on account of any injuries or damages sustained by any person or property in consequence of any neglect or on account of any act or omission as a result of the issuance of this permit.

AGREED TO INCLUDING THE GENERAL PROVISIONS

BY: _____
Officer of the Applicant Corporation

Date

COUNTY OF LORAIN

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That we, _____
as Principal, and _____, as Surety, are held and firmly bound unto the County of
Lorain, Ohio, in the sum of _____ for the payment of which well and truly to be
made, we jointly and severally bind ourselves, our successors, heirs, executors, administrators, and assigns.

WITNESS our hands and seals this _____ day of _____, 20_____.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas, the above-named Principal
may receive authorization from the County of Lorain to install, repair and replace tubing, pipes, conduits,
and wires together with the necessary appurtenances on a regular basis within the right-of-way of Lorain
County and township-maintained highways per individual permits granted for such work, which shall be
made a part of this bond the same as though set forth herein:

NOW, if said _____ shall well and faithfully do and perform
the things authorized by individual permits issued by the County of Lorain and perform according to the
terms of the permit and the policies and procedures adopted by the Board of Lorain County Commissioners
and save and keep harmless and indemnify the County of Lorain, its commissioners, officers, employees,
and agents from all actions, suits, costs, damages and expenses, including attorney's fees, which shall or
may at any time happen to come to it on account of any injury or damage received or sustained by any
person as a result of the activity authorized by each permit issued by the County of Lorain, then this
obligation shall be void; otherwise, the same shall remain in full force and effect; it being expressly
understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event
exceed the penal amount of this obligation as herein stated.

The said Surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the
terms of the said permit or to the plans or specifications thereof shall in any wise affect the obligations of
said Surety on its bond.

Witness

Witness

(

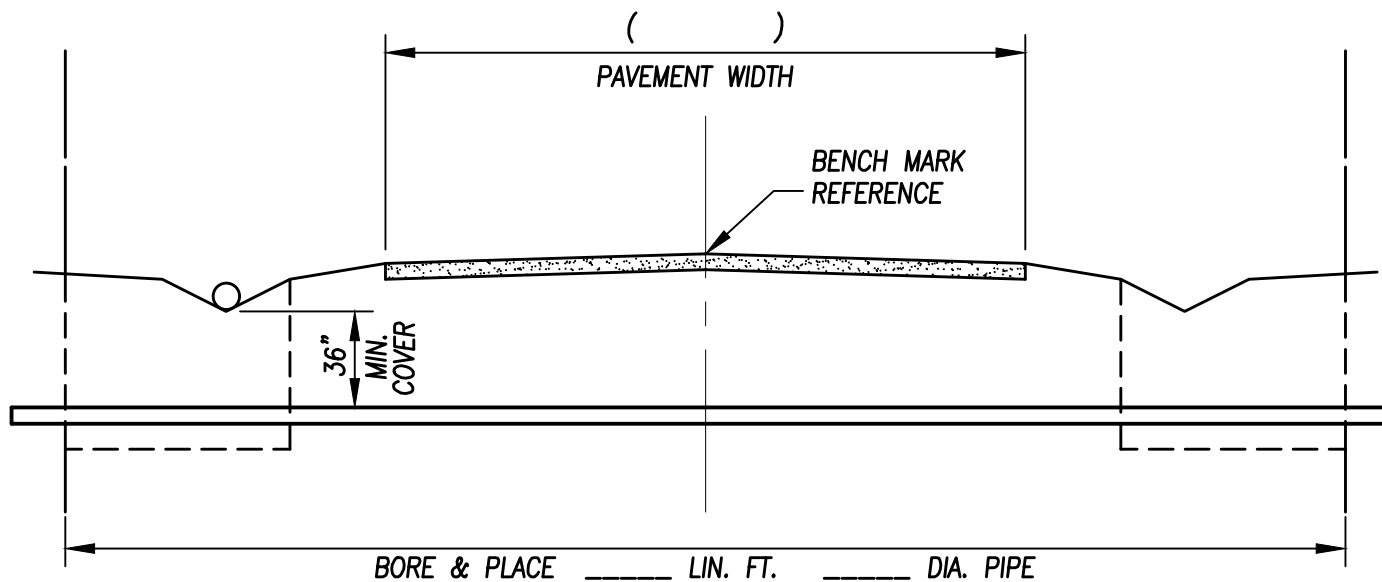
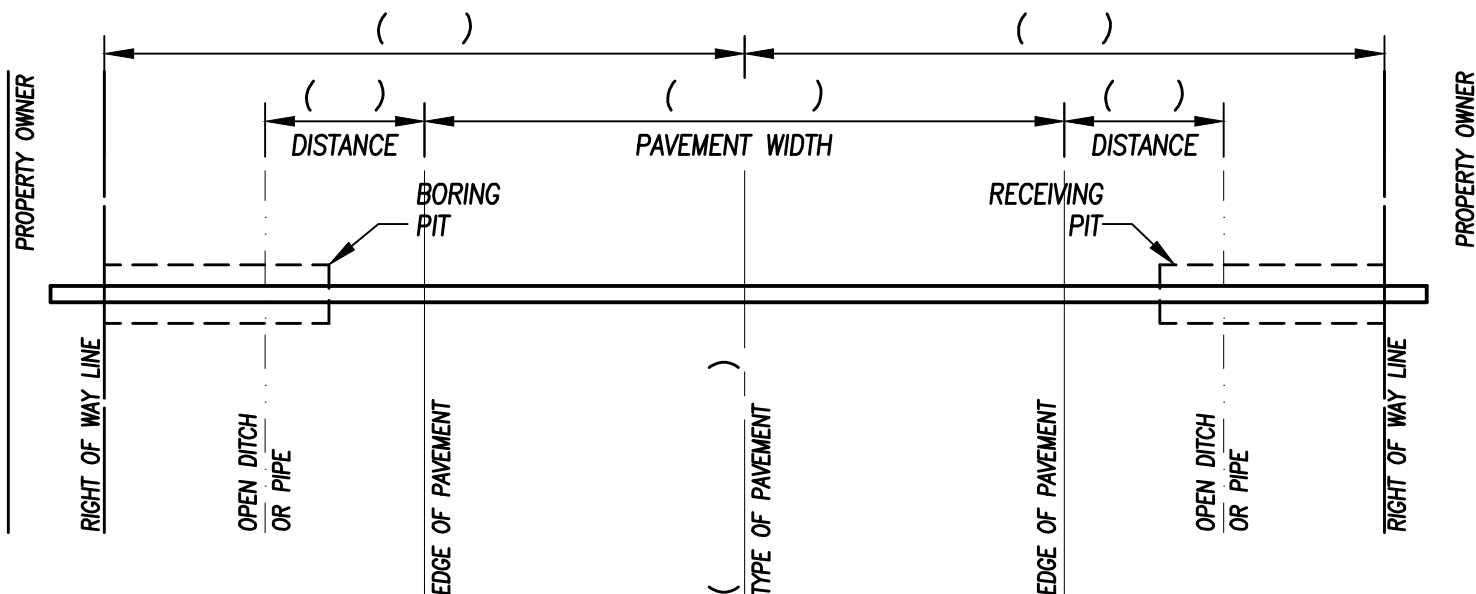
(Principal) (Seal)
(

(Title)

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(Surety) (Seal)
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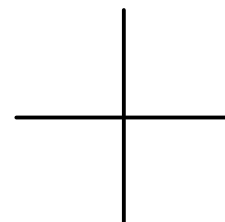
(Attorney in Fact)



NOTES:

—LOCATION: SHOW DISTANCE TO NEAREST INTERSECTION.

—BENCH MARK: USE TOP OF PAVEMENT AT CENTERLINE. ASSUME 100.00'



INDICATE NORTH
SCALE: NONE

TYPE OF SERVICE: _____

APPLICANT: _____

PROPOSED ROAD CROSSING:

NAME: _____

_____ ROAD NO. _____

ADDRESS: _____

_____ TOWNSHIP

LORAIN COUNTY, OHIO

TELEPHONE: _____

DATE: _____

TO BE FILLED IN BY LORAIN COUNTY ENGINEER:

Road Name or Number _____ Jurisdiction _____
Township _____ Width of R/W _____
Feet Width of Pavement _____
Possible Future Expansion _____
Type of Surface _____ Thickness _____ Base _____
Thickness _____ Ditch Depth _____ Raised Curb _____
Berm Width _____ Shall Permit Be Granted _____
What, if any, additional requirements are to be imposed _____

Permit No. _____ By _____
Date Assigned _____ Title _____

1. Owner of proposed installation (application by contractor not acceptable).
2. Mailing Address of Owner
3. State fully and completely type of installation proposed.
If pole line, give the following information:
 - Number of poles, total length of line, type of wire, character of service, vertical clearance over pavement, and voltage if power lineIf pipe line, give the following information:
 - Type of service (water, oil, gas, sewer – sanitary or storm, etc.): if carrying liquid or gas under pressure, state pounds per square inch, internal diameter, wall thickness of pipe, kind and grade of pipe, length of line and proposed location with respect to pavement or right-of-way line; if pipe or conduit is to cross highway and crossing cannot be made without disturbing pavement, advise conditions requiring such method of installation.
4. Give Township, County Route and distance from some geographical point, such as intersecting highways, city or village corporation limits, section lines, county or townships highways.
5. Attach at least one (1) copy of a plan showing proposed location of installation with reference to pavement, right-of-way line, and owner's property lines. If installation crosses the highway, show cross section of present roadway and proposed installation. (Plan should show information listed under item (4).
6. Give anticipated dates for beginning and for completion of proposed installation.
7. A performance guarantee in the form of a bond, certified check or approved escrow account will be required for all permits granted. The bond, certified check, or approved escrow account shall be posted prior to the issuance of the permit and shall remain in force for a period of ninety (90) days following completion of the restoration of highway property.
8. The performance guarantee shall be in the amount of \$5,000 for each road bore and \$1,000 for each 100 feet of roadside ditch disturbed, or in an amount approved by the Lorain County Engineer. This is to insure the complete restoration of any pavement, drainage, shoulder, structure, sod or other item disturbed by the permittee.
9. Performance Bond with _____ (name of company)
10. Effective Date _____ Expiration Date _____

Amount \$ _____

Certified Check (Amount \$ _____)

Approved Escrow Account With _____
_____ (name of bank)

Amount \$ _____