Engineering/Secondary Roads Department
609 1st Avenue N., Suite 4
Estherville, IA 51334
Telephone: (712) 362-4846 Fax: (712) 362-0112
Email: afisher@emmetcountyia.gov

PERMIT TO ENCROACH UPON RIGHT-OF-WAY

Applicant _____ Telephone Number _____

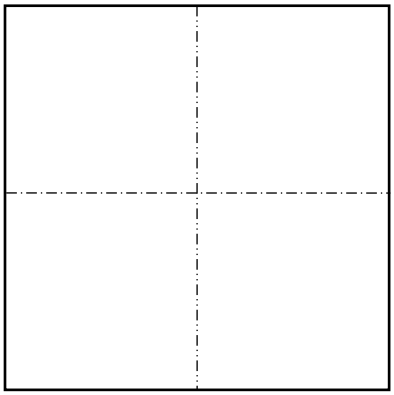
Address _____
Street/Post Office Box City State Zip Code

In accordance with the policy of the Emmet County Board of Supervisors, applications for plowing, tilling or planting of grasses within County right-of-way; fencing across an open waterway or in the right-of-way; excavation in the roadway or road ditches including the deepening of a ditch, excavation, fill or physical change in the right-of-way; or any other use of the right-of-way other than specified above must be approved by the Engineer's Office.

Please use the following diagram of a typical section to locate the proposed encroachment.

Sec. No. _____

Twp. _____



Please indicate any adjoining buildings, fences, markers, distances, etc., that may help locate site.

Describe intended use of right-of-way:_____

_____

Comments: _____

_____

Restrictions: _____

_____

Date:_____ _____
Signature of Applicant

- Office Portion -

Reviewed by _____ Date _____

Approved by _____ Date _____

Revised 01.16.25

ATTACHMENT TO ENCROACHMENT PERMITS

COMMENTS:

1) The applicant or the applicant's contractor will be responsible for contacting Iowa One Call (1-800-292-8989) for utility locates.

2) All disturbed areas within the county right-of-way shall be leveled, seeded, graveled, etc., to restore it back to a similar condition as existed prior to commencement of the applicant's work. The County Engineer's judgment shall prevail should a dispute arise concerning the adequacy of efforts to restore such areas within the right-of-way.

RESTRICTIONS:

1) Present construction costs and all future maintenance costs for the applicant's work shall be the responsibility of the applicant or current owner. (This does not include work caused by the relocation or improvement of the road grade by the County.)

2) Proper signing will be required if any work is performed or equipment placed within 15 feet of the edge of the roadway. (25' from the centerline of a gravel road or 15' from the edge of a paved roadway). Proper signing will conform to the current Iowa Department of Transportation Traffic Control Standard Plans and Specifications **OR** to Part VI of the Manual on Uniform Traffic Control Devices (MUTCD), 2003 Edition, dated November, 2003 (ISBN0-935403-81-7).