



**DELTA COUNTY DEVELOPMENT RESOURCE CENTER**  
**DELTA COUNTY PLANNING DEPARTMENT**  
 501 Palmer Street  
 Delta, Colorado 81416  
 Phone: (970) 874-2110 Fax: (970) 874-2500

WO# _____
Permit# _____
R&B _____
<b>Date Rec'd:</b> _____

Utility Permit Application (see fee schedule)

**↓REQUIRED INFORMATION ↓**

**APPLICANT'S NAME** \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

HOME PH. \_\_\_\_\_ (Street) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)  
 WORK \_\_\_\_\_ CELL \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**CONTRACTOR and SUBCONTRACTOR'S NAME( List All):** \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

**PROPERTY OWNER** (If different from applicant) \_\_\_\_\_  
 As recorded with Delta County

MAILING ADDRESS \_\_\_\_\_  
 (Street) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)

HOME PH. \_\_\_\_\_ WORK \_\_\_\_\_ CELL \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**LEGAL DESCRIPTION OF THE PROPERTY**

Particularly described as follows: \_\_\_\_\_

SUBDIVISION (Name, Lot#, Block #) \_\_\_\_\_

PARCEL NUMBER: \_\_\_\_\_

I hereby apply for the above-indicated permits on the above-described property. I understand the foregoing provisions of the Regulations adopted by Delta County and agree to perform the development in accordance with these regulations. The undersigned hereby certifies that all statements and documentation contained herein are true and correct to the best of his/her knowledge.

\_\_\_\_\_  
 Applicant's Signature \_\_\_\_\_ Date



# Application for Underground and Utility Permit within Delta County Road Right-Of-Way

DELTA COUNTY PLANNING DEPARTMENT  
501 PALMER ST. DELTA, CO 81416  
Phone: 874-2110 Fax: 874-2500

## **IMPORTANT PLEASE READ:**

Please fill out the following application. After you have filled out the form, mail it back with your remittance, or return to this office. Hours are 8:00 a.m. to 5:00 p.m., Monday through Thursday. Make checks payable to **Delta County**. This application will not be processed without the fee attached.

### Fee:

Permit fee for bore	\$20.00
Road cut gravel	\$70.00
Road cut oiled or paved	\$250.00
Work in County Road ROW	\$20.00

(Additional weed control fees may be required for working in County Road Right of Way)  
(Contact the Planning Department for total footage fee)

This permit must be obtained at least 48 hours prior to the planned commencement of construction. If a road closure is requested, the permit must be obtained at least seven (7) days prior to the planned commencement of construction. The Foreman of that District needs to be informed so he can put it on his schedule.

**District #1 Larry Record (970) 874-2133**

**District #2 Dan Sickles (970) 856-6800**

**District #3 Ralph Clark (970) 872-3254**

Mail form back to the following address:

DELTA COUNTY PLANNING DEPARTMENT  
DELTA COUNTY COURTHOUSE  
501 PALMER, SUITE 227  
DELTA CO 81416

If you have any questions about filling out the form, call the Delta County Planning Department at (970) 874-2110.



Delta County Planning,  
 501 Palmer Street, Suite 227  
 Delta, Colorado 81416  
 Phone: (970)874-2110 Fax: (970) 874-2500

**INFORMATION FOR UNDERGROUND AND UTILITY  
 PERMITS WITHIN DELTA COUNTY ROAD  
 RIGHT-OF-WAY**

WO: _____
Permit: _____
R&B _____

R&B \_\_\_\_\_ Date: \_\_\_\_\_

(PLEASE CIRCLE OR UNDERLINE PROPOSED WORK)

The purpose of this application is to **BORE** or **CUT** and/or **WORK IN THE RIGHT OF WAY** of

Delta County Road \_\_\_\_\_

to install \_\_\_\_\_

Name and distance from nearest intersecting road \_\_\_\_\_

**TERMS AND CONDITIONS**

**NOTICE SHALL BE GIVEN TO THE ROAD DEPARTMENT UPON COMMENCEMENT OF WORK  
 DISTRICT #1---874-2133 DISTRICT #2---856-6800 DISTRICT #3---872-3254.**

1. The installation shall be beneath the surface of the right-of-way, a minimum depth of \_\_\_\_\_ feet.
2. Installation shall be completed within 90 days from the date the permit is granted. Construction on County rights-of-way shall be scheduled between the hours of 8:00 a.m. and 4:30 p.m.
3. No open trench shall be permitted in a traveled roadway after dark.
4. Applicant shall post a performance bond in the amount of \$ \_\_\_\_\_
5. This permit shall be made available at the site where and when work is being done.
6. A **sketch** of the proposed installation showing all necessary specification detail including distance from the centerline of road to property line, must accompany this application. No application will be accepted or processed, nor permit granted, without the required sketch plan.
7. Applicant agrees that they will accept responsibility for any and all damage occurring to the road and/or right-of-way as a result of the utility installation and that said assumption of responsibility passes to their successors and to the utility service.
8. Unshrinkable fill will be required for utility cut restorations on paved roads.
9. Special conditions: this Permit No. \_\_\_\_\_ is a grant of authority to operate within the described County road right-of-way only to the extent that the County of Delta, State of Colorado, had titled and without warranties of any kind:

In accepting this permit, the undersigned, representing the Applicant, verifies that he/she has read and understands all of the foregoing provisions, as well as all provisions stated in the Delta County "Access and Utility Installation Code" and the provisions stated on the reverse side of this form; that Applicant has authority to sign for and bind the Applicant; and that virtue of his/her signature the Applicant is bound by all the conditions set forth within.

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

**NOTE: THIS PERMIT WILL NOT BE APPROVED UNTIL THE FINAL INSPECTION IS COMPLETE AND WORK HAS BEEN CONCLUDED. SEE INSPECTION RELEASE FORM.**

## SITE SKETCH

**AN ACCURATE SITE SKETCH IS REQUIRED FOR ALL PERMIT APPLICATIONS SUBMITTED**

Please draw and label your property to the best of your ability on the space provided. The features to be included in the site sketch are listed below. Some of the features may not exist or be applicable to your development. Try to be as inclusive as possible. SEE EXAMPLE ON BACK OF THIS SHEET.

1. Property boundaries, acres, length, width	6. Distance between access and nearest neighbor's access (Include neighbors address)	11. Ditches
2. Proposed and existing accesses	7. Proposed/ existing septic and leach field location	12. Utility lines (electrical, water, gas, & telephone)
3. Proposed/ existing Buildings	8. Wells	13. All Easements
4. Label all County Roads.	9. Cisterns	
5. Distance between access & nearest intersecting road	10. Springs/ Ponds/ Lakes	





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WO# _____
R&B _____

**INSPECTION RELEASE FOR UTILITIES**

DATE: \_\_\_\_\_ Applicant/Owner \_\_\_\_\_  
Please Print

Utility Company or applicant responsible for the installation of the utility shall submit this form to the Delta County Planning Department, at the Delta County Courthouse Room 115, within thirty (30) days of completion. A final inspection will be performed by the Delta County Road & Bridge Department and when the permit is finalized a copy will be forwarded to you.

\_\_\_\_\_, \_\_\_\_\_ for District # \_\_\_\_\_  
Name Title

has inspected the utility installation for Delta County applied for under permit # \_\_\_\_\_ and find the installation to be in:

- Satisfactory Condition
- Unsatisfactory Condition

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Delta County Inspector Signature

\_\_\_\_\_  
 Applicant / Owner Signature

Additional Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## **GENERAL PROVISIONS**

1. A permit must be obtained at least forty-eight (48) hours prior to the planned commencement of construction. If a road closure is requested, the permit must be obtained seven (7) days prior to the planned commencement of construction
2. The applicant shall submit construction plans, specifications and a written schedule covering the general sequence and staging of the work to be performed. A sketch will suffice for minor installations.
3. An applicant may be required by the Board to conduct traffic counts or provide an engineered design or other studies to assist them in their decision process. All such work shall be done at the applicant's expense.
4. If it is determined during construction that the installation cannot or will not be installed as planned, the Planning Department will be notified immediately and a new permit will be issued and a fee adjustment made as necessary.
5. Adequate warning signs, barricades, lighting, flags and other devices shall be utilized throughout the period of work.
6. Any person who violates any provision of the Delta County Access and Utility Installation Code shall be guilty of a class 2 petty offense and upon conviction thereof shall be punished by a fine not to exceed the amount specified by D.R.S. 30-15-402.
7. In the event of non-compliance with the permit, the applicant shall be notified to repair defects immediately. Failure by the applicant to repair these defects within the noticed time limit shall allow the County to make such repairs at the applicant's expense.
8. All contractors performing work pursuant to this permit shall warrant their work for a period of one (1) year from the date of completion and acceptance thereof.
9. Lateral installations are to be placed outside the roadbed and drainage ditch areas.
10. Open-cut trenching shall be allowed for underground transverse installations unless boring or jacking is stipulated by the respective County Commissioner.
11. Open-cut trenching on paved roads will require unshrinkable fill material for cut restorations. All costs associated will be borne by the applicant and are not included in the permit fees. Specifications for the fill shall be as required by the Board of County Commissioners.
12. All utilities shall be installed in accordance with the plans approved by the utility owner.
13. Permittee, or their authorized representative, shall inform all individuals, associations, companies or other entities having utility facilities within the road right-of-way of construction plans prior to beginning of the project.
14. Permittee shall be responsible for all injury or damage to other utility facilities and private property within the right-of-way.
15. The Delta County Road Department will not be responsible for any damage that may result from maintenance of the road to the installation placed inside Delta County right-of-way limits.
16. Minimum installation depth shall be as required by the utility or County Commissioners.
17. Grading shall be done as may be necessary to prevent surface water from flowing into trenches or other excavations.
18. Pavement will be cut with a vertical face 2 feet beyond the trench walls and along a straight line. Asphalt paving damaged or removed by the Contractor shall be replaced
19. Clay and similar material with a plasticity index in excess of 20 will not be considered suitable for backfilling the trenches located in improved streets and roads.
20. Ordinary backfill in roadways shall be compacted to a minimum of 95% of maximum density as determined by AASHTO T180, latest issue. Ordinary backfill not in roadways shall be compacted to a minimum of 90% density.
21. All excavations made in paved streets must be completely restored within three days after completion of backfilling. Any and all damage occurring to the road and/or right-of-way as a result of the installed utilities shall be assessed against the applicant or his/her successors.