

**APPLICATION FOR APPROVAL TO LOCATE
UTILITY LINE ON COUNTY RIGHT-OF-WAY
SUBSURFACE OPENINGS – BORES AND TRENCHING**

TO: BOARD OF SHELBY COUNTY COMMISSIONERS

FIRM NAME: _____

hereby requests permission to locate on the County Highway Right-of-Way at the following described location: _____

for the purpose of installing _____

Installation will consist of a **subsurface opening** _____ feet long in the right-of-way, _____ feet wide and _____ feet deep. Work must be at least 3 feet from pavement.

Attached is a drawing showing location, size, height and controlling dimensions of the proposed installation relative to existing pavement, right-of-way, and any other utilities. Applicant is responsible for locating all utilities in work area and maintaining a safe traffic flow.

Anticipate work and construction shall commence at the above location on or around _____

Applicant agrees to notify the Shelby Co. Highway Garage, (317-392-6485), twenty-four (24) hours prior to the actual time of beginning of the work upon the approval of the application.

Contractor: _____

Applicant: _____

Address: _____

Address: _____

Phone No: _____

Phone No: _____

Email: _____

Email: _____

Date Submitted: _____

Signature: _____

Approved by the Shelby Co. Board of Commissioners on ____ of _____, _____

Kevin Nigh

Don Parker

Jason Abel

The original and 2 copies of this request, along with 3 drawings must be received, (delivery by mail or in person, no emails), in the Commissioners’ Office, 25 W. Polk St., Room 206 Shelbyville, IN 46176 by noon on Wednesday to be considered during the Commissioners’ meeting the following Monday of each week. *Application Fee of Twenty Dollars (\$20.00) due upon submission and is non-refundable. Subject to additional fees after plan review.** Make checks payable to “Shelby County Highway Department”.**