



**PLEASE COMPLETE & RETURN ALL PAGES TO**

Lincoln County Commissioners  
CGoodmon@LincolnCountyOK.gov  
811 Manvel Suite 4  
Chandler, OK 74834

**Lincoln County**  
**Road Crossing/Paralleling Petition, Floodplain Determination**  
**& Fee Schedule**

**NON-REFUNDABLE FEE SCHEDULE:**

1. Permit for Road Crossing/Paralleling Fee: \$300/crossing plus \$300/section line or portion thereof for paralleling.  
(Permanent or temporary crossing in the right-of-way)
2. Installation Without a Permit Fee: \$1,000 *plus any applicable costs and damages*
3. Public Utilities Permit Fee: \$25.00 Flood Plain Determination Only  
Includes Gas, Electric, Telephone, Water, Rural Water
4. Floodplain Determination Application Fee: \$25.00  
**Required with all road crossing permits.**
5. Variance Filing with the Board of County Commissioners Fee: \$25.00

**RESPONSIBILITY FOR DAMAGES AND LIABILITY**

The applicant (contractor, company, or individual) is solely responsible for any washouts, degradation, or damage to county roads, ditches, and other drainage infrastructure resulting from their activities, including but not limited to road crossings, equipment operation, or failure to adequately restore the area. The applicant shall hold the County harmless for all damages. The applicant or their insurance provider shall bear full liability for any accidents, injuries, or property damage that occur as a result of the road crossing, equipment operation, or improper repair or restoration of the affected area. All work must meet County standards, and final approval is subject to inspection by the Floodplain Administrator or designated official.

**IMPORTANT NOTES:**

1. Construction must start within 90 days of permit approval, or a new permit will be required.
2. New permits are required for repairs or alterations to permanently installed lines.
3. For multiple crossings (3 or more), submit one full set including a county map marking all crossings, legal descriptions, road names, and total fees. Permits are issued for single line crossings. If an original copy is needed, submit two copies; otherwise, a photocopy will be returned.
4. All road crossings must be bored unless written approval from the County Commissioner is obtained and attached to the permit request.
5. The applicant agrees to hold Lincoln County harmless for any damages or injuries related to the construction, maintenance, or operation of facilities within the county right-of-way.
6. Contractors must adhere to all federal and state statutes, rules, regulations, and safety codes.
7. Applicant shall provide a current certificate of insurance evidencing general liability coverage prior to permit approval. The applicant/vendor/company shall be solely responsible and liable for any damages, injuries, accidents, or claims arising from work performed under this permit or related activities within the county right-of-way.

**CONTACT INFORMATION:**

**Commissioners:**

Will Fine, District #1: 918.968.2223  
Marlon Miller, District #2: 405.258.1444  
Lee Doolen, District #3: 405.279.3313

**Other Contacts:**

Charlotte Brown, Floodplain Admin. 405.328.0118  
Virgil Wilson, Safety Director 405.258.1255

**PETITIONER INFORMATION:**

Prior to any underground or overhead installation of pipelines, telephone cables, utility lines, or fiber optics within a county right-of-way, a permit must be obtained using forms provided by the County.

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Cell: \_\_\_\_\_

**Type of Installation:** *All roads must be bored unless written consent is obtained from the respective County Commissioner for that district and attached to this application.*

Gas    Oil    Sewer    Telephone    Water    Other: \_\_\_\_\_

Size of Line: \_\_\_\_\_ Size of Casing: \_\_\_\_\_

**TELEPHONE**

**ELECTRIC**

**PIPELINE**

Wires/Pairs \_\_\_\_\_

Voltage \_\_\_\_\_

Size \_\_\_\_\_

Gauge \_\_\_\_\_

Conductor \_\_\_\_\_

Alloy/Material \_\_\_\_\_

Cable Type \_\_\_\_\_

Structure \_\_\_\_\_

Contents \_\_\_\_\_

Normal Working Pressure \_\_\_\_\_

**DETAILS FOR PETITION:**

County Road: \_\_\_\_\_ District: \_\_\_\_\_

Location: \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

By signing below, I attest, to the best of my knowledge, that all information provided to the County is accurate. I further acknowledge that I have read the Lincoln County Road Crossing/Paralleling Petition, Flood Plain Determination and Fee Schedule Information Sheet, the Temporary and Permanent Petition for Utility Permit, and the Flood Plain Development Application and that I understand and agree to its terms.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



PERMIT #: \_\_\_\_\_

DISTRICT: \_\_\_\_\_

**Temporary Utility Permit Petition – Road Crossing/Paralleling**  
CONSTRUCTION MUST BEGIN WITHIN 90 DAYS OF PERMIT APPROVAL

**Fees:**

\$300.00/Crossing

\$300.00/section line Paralleling

\$1,000.00/Post-Use Fee - Installation Without a Permit Fee

We, the undersigned, respectfully request a permit for the installation of a \_\_\_\_\_ (Material) line to be placed within the section line right-of-way at:

County Road: \_\_\_\_\_ & \_\_\_\_\_

Approximately \_\_\_\_\_ feet from the \_\_\_\_\_ corner of Section \_\_\_\_\_, Township \_\_\_\_\_ Range \_\_\_\_\_

Estimated Start Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

**Rules for Installation:**

- Lines paralleling the road must be placed as close to the right-of-way line farthest from the road as possible, avoiding barrow ditches.
- Lines crossing culverts must not obstruct more than 10% of the culvert's flow.
- All lines must be installed and maintained at least 2 feet below the surface of the road, barrow ditches, and to the right-of-way line farthest from the road unless otherwise approved by the County Commissioners.
- Lines must be tagged at both ends, displaying the permit holder's name, contact information, and installation date. For lines longer than one mile, tags must be placed at each mile.

**Permit Expiration:**

This permit expires 90 days after approval. Any lines placed in the right-of-way after 90 days must be removed unless a renewal is obtained. *Renewal costs \$300.00 per additional 30 days.*

**Responsibilities of the Permit Holder:**

- Traffic management during installation, repair, and maintenance.
- Any required lowering, modification, or relocation of the line must be done at the permit holder's expense, without claims against the County.
- Damage to lines during roadwork must be repaired at the permit holder's expense.

**Conditions of Use:**

- Permit holders must use only designated county roads and adhere to weight limits and "No Through Trucks" restrictions.
- Non-compliance may result in permit revocation and refusal of future permits.

**Liability:**

Permit holders assume all liability for any damage caused by the line and agree to reimburse the County for any repairs to roads, culverts, bar ditches, or any other property. Permit holders agree to hold the County harmless from any and all claims and actions, litigation or damages arising out of the construction, erection, installation, removal, maintenance, or operation of its property from the negligence of the permit holder's employees/contractors in the operation thereof.

All work in the right-of-way is subject to inspection and approval by the Board of County Commissioners. All fees must be paid to the Lincoln County Commissioners, 811 Manvel, Suite 4, Chandler, OK 74834.

*The Board reserves the right to waive processing and inspection fees if deemed necessary.*



PERMIT #: \_\_\_\_\_

DISTRICT: \_\_\_\_\_

**PERMANENT PETITION FOR UTILITY PERMIT – Road Crossing/Paralleling**

CONSTRUCTION MUST BEGIN WITHIN 90 DAYS OF PERMIT APPROVAL

**Fees:**

\$300.00/Crossing

Estimated Start Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

\$300.00/section line Paralleling

\$1,000.00/Post-Use Fee - Installation Without a Permit Fee

We, the undersigned, respectfully request a permit for the installation of a \_\_\_\_\_ (Material) line to be placed within the section line right-of-way at:

County Road: \_\_\_\_\_ & \_\_\_\_\_

Approximately \_\_\_\_\_ feet \_\_\_\_\_ from the \_\_\_\_\_ corner of Section \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_.

**Installation Requirements:**

- **Location Guidelines:**
  - When paralleling a roadway, the utility line must be placed **no more than six (6) feet from the right-of-way (R-O-W) line farthest from the road.**
  - If this is not possible, an **alternate route must be submitted in writing** with the utility permit for possible approval.
- **Burial Depth Requirements:**
  - **Service Lines (Underground):** Must be **buried and maintained at a minimum depth of six (6) feet** below the lowest point of the R-O-W throughout its entire path.
  - **Transmission Lines (Larger than Service Lines):** Must be **buried and maintained at a minimum depth of twelve (12) feet** below the lowest point of the R-O-W throughout the entire length.
- **Material and Encasing:**
  - All **poly lines must be fully encased** throughout the R-O-W.
  - All **buried electric lines must be encased in metal conduit from pole to pole.**
  - Electric lines must **comply with NESC and NEC specifications.**
- **Installation Method for Roads with Permanent Surface:**
  - Lines must be **bored under the roadway** (trenching is not allowed in these cases).
  - If trenching is used:
    - Trench must be **backfilled in 8" lifts**, compacted with mechanical tampers.
    - Compaction must reach **95% of Standard Proctor maximum density** of the subgrade.
    - Resurfacing must be the **same type and twice the thickness** of the original surface.
- **Additional Requirements:**
  - A profile sheet is available upon request.
  - The **Board of County Commissioners may grant written variances**, but no variance can be less restrictive than the original permit.

**Responsibility and Liability:**

Petitioners agree to assume all responsibility for handling traffic during the construction, repair and maintenance of this line. Should any lowering, modification or relocation of the line be required in the operation of the road work, said lowering, modification or relocation shall be made by the undersigned petitioners or their successors in ownership of the line within 60 days of written notification, without claim against the County. Should any damage to the line occur in the operation of the road work, said damage shall be repaired by the petitioners or their successors, without claim against the County.

Petitioners assume all liability for any damage caused by the line and agree to reimburse the County for any repairs to roads, culverts, bar ditches, or any other property. Petitioners agree to hold the County harmless from any and all claims and actions, litigation or damages arising out of the construction, erection, installation, removal, maintenance, or operation of its property from the negligence of the Petitioners' employees/contractors in the operation thereof.

All work by petitioners in the public right-of-way shall be subject to THE INSPECTION AND APPROVAL OF THE BOARD OF COUNTY COMMISSIONERS. **ALL FEES SHALL BE PAID TO LINCOLN COUNTY COMMISSIONERS, 811 MANVEL, SUITE 4 CHANDLER, OK 74834**

*The Board reserves the right to waive processing and inspection fees if deemed necessary.*

# LINCOLN COUNTY FLOODPLAIN DEVELOPMENT PERMIT APPLICATION

\*Return this completed application with road crossing permit application - \$25.00 administrative fee.\*

Date Submitted: \_\_\_\_\_

Applicant Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## 1. Type of Permit Requested *(Please check all that apply)*

- |   |   |
|---|---|
| <input type="checkbox"/> Building (Structures Only) | <input type="checkbox"/> Storage                            |
| <input type="checkbox"/> Construction               | <input type="checkbox"/> Addition of Fill                   |
| <input type="checkbox"/> Demolition                 | <input type="checkbox"/> Placement of Equipment or Supplies |
| <input type="checkbox"/> Construction with Building | <input type="checkbox"/> Elevation                          |
| <input type="checkbox"/> Drilling                   | <input type="checkbox"/> Other (Please explain):<br>_____   |
| <input type="checkbox"/> Remodeling                 | _____   |
| <input type="checkbox"/> Mining                     | _____   |

## 2. Location Details

- a) Legal Description of Area of Construction or Structure Location  
(Locate on Plat Map)

\_\_\_\_\_ of \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range Lincoln County

- b) County Road Reference (i.e. 3340 & 770 – 2 miles East):

\_\_\_\_\_

- c) If Located Within City or Town Limits:

*Identify names or numbers (if numbered) of surrounding roads/streets:*

North: \_\_\_\_\_ East: \_\_\_\_\_

South: \_\_\_\_\_ West: \_\_\_\_\_

- d) General Description of Area of Construction or Structure Location:

\_\_\_\_\_

\_\_\_\_\_

## 3. General Description of Intended Floodplain Use

\_\_\_\_\_

### Applicant Verification

I hereby verify that the information provided above is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Emergency Management Representative

\_\_\_\_\_  
Date



## LINCOLN COUNTY ROAD CROSSING PERMIT

Permit Number:	P=Permanent T=Temporary
Permit Issued To:	
Date Submitted:	
Date Approved:	
Project Location (Address/Road or Coordinates):	

### APPROVALS:

\_\_\_\_\_  
**Commissioner**

\_\_\_\_\_  
**District**

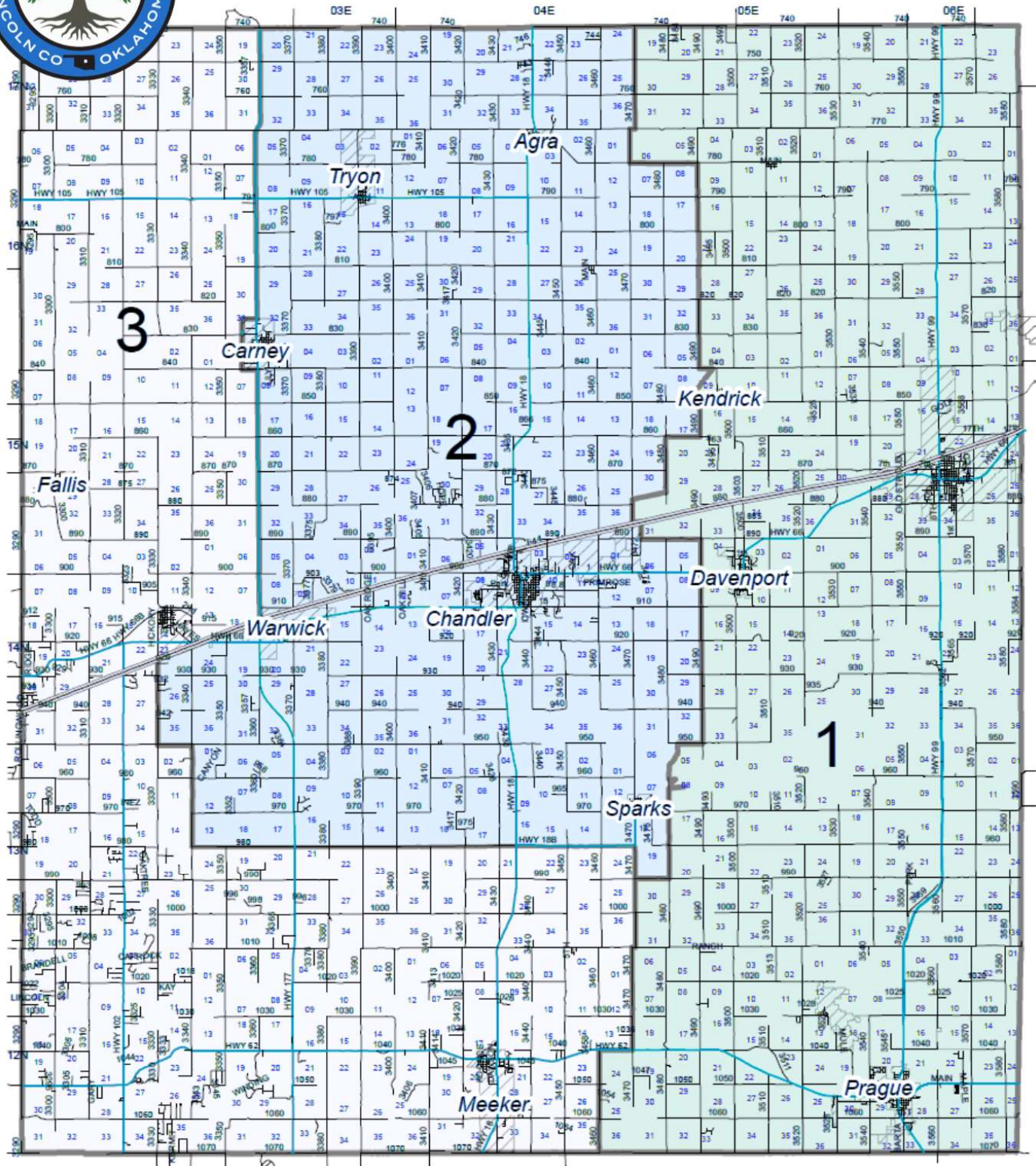
\_\_\_\_\_  
**Floodplain Administrator**

### **NOTICE TO APPLICANT AND CONTRACTORS**

*This approved permit must remain clearly posted and visible at both ends of the construction area for the duration of the project. Any violations of the terms of this permit, including unposted approval, may result in revocation and enforcement action.*



# LINCOLN COUNTY BOARD OF COUNTY COMMISSIONERS



**CONTACT  
US**

**DISTRICT 1**  
Will Fine  
918-968-2223

**DISTRICT 2**  
Marlon Miller  
405-258-1444

**DISTRICT 3**  
Lee Doolen  
405-279-3313

**COMMISSIONER  
DISTRICTS**