

**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: \_\_\_\_\_

Fax No: \_\_\_\_\_ Fax No: \_\_\_\_\_

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

Approved by the Shelby Co. Board of Commissioners on \_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_ Kevin Nigh \_\_\_\_\_ Don Parker \_\_\_\_\_ Chris Ross

**\*The original and 2 copies of this request, along with 3 drawings must be received, (delivery by mail or in person, no faxes), 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".****