

RIGHT OF WAY PERMIT

- Improvements include but not limited to landscaping, plantings, trees, mailboxes, utilities, sidewalks, driveways, watering systems and structures between the property line and the street.
- **A diagram of the improvements must be provided on the back of this permit or attached. Please describe the project.** _____
- Improvements must cause the least possible inconvenience to the public and provide passage of water and traffic. The work site shall have and follow the Iowa DOT Uniform Traffic Control Devices.
- If a sidewalk is at proper grade, the grade shall not be altered. A driveway shall be at the same level as the sidewalk and the rear of the gutter. If needed, the improvement shall include the sidewalk and curb. (A Driveway Permit is Required)
- Sidewalks must be installed according to the Emmetsburg City Code.
- All structures including the front of mailboxes shall be a least 6 inches behind the back of curb and placed on a breakaway post. *Wooden post with maximum diameter of 4 ½”.
- The City shall inspect all plans and the site before any work is performed.
- The owner shall contain erosion of soil so that it does not leave the improvement area.
- The permit will expire if authorized work has not commenced within 20 days from the date of approval of the Public Properties Director.
- No storage of materials will be allowed in the right of way.
- Improvements besides normal lawn, sidewalks and driveways are to remain out of the right of way area. The right of way is designated for utilities, signage and City improvements. If any right of way improvements are granted, the applicant acknowledges that the City is not liable for any damages to the improvements. The property owner further agrees to remove the improvement at their expense if needed for a City or utility purpose.
- Property owners who wish to tile or place sump pump drainage in the right of way must also install back flow prevention. The City is not responsible for any non-drainage, backflow problems or blockage in the future caused by City improvements. The property owner further agrees to remove the improvement at their expense if needed for a City or utility purpose.

The applicant also agrees to the following Hold Harmless Agreement: *I hereby state that the City of Emmetsburg will be held harmless from any and all damages claimed by reasons of negligence, incompetence or omission on the part of such person in the performance of their work, the same to include, but not limited to, careless guarding of excavations made by them or failure to restore all public properties to as good or better a condition as they were prior to the work being done, or for any damages growing out of the negligence or carelessness of any person involved in the excavation, guarding or restoring of the same.*

DATE _____

APPLICANT'S NAME _____

ADDRESS _____

TELEPHONE _____

IOWA ONE CALL (1-800-292-8989) # _____

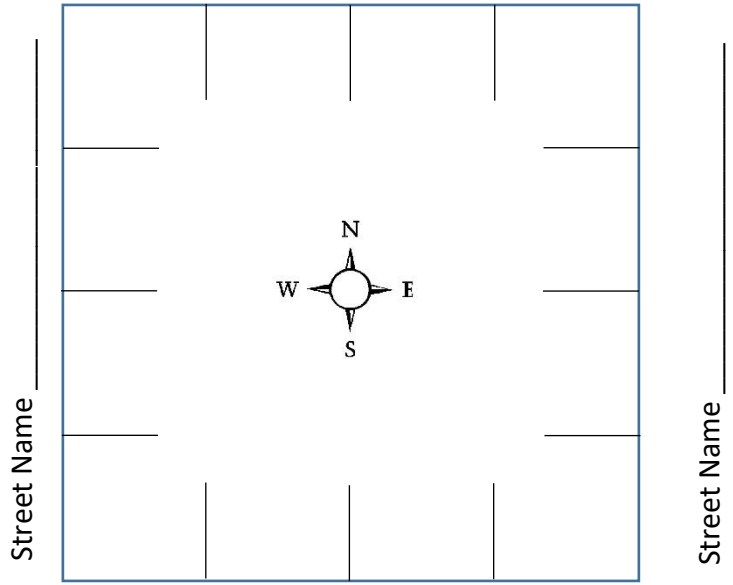
CONTRACTOR'S NAME _____

PUBLIC PROPERTIES SIGNATURE: _____

EMU SIGNATURES - GAS _____ WATER _____ SEWER _____

Applicant has been notified: Yes _____

Street Name _____



Place an "X" on your lot in this box →

Street Name _____

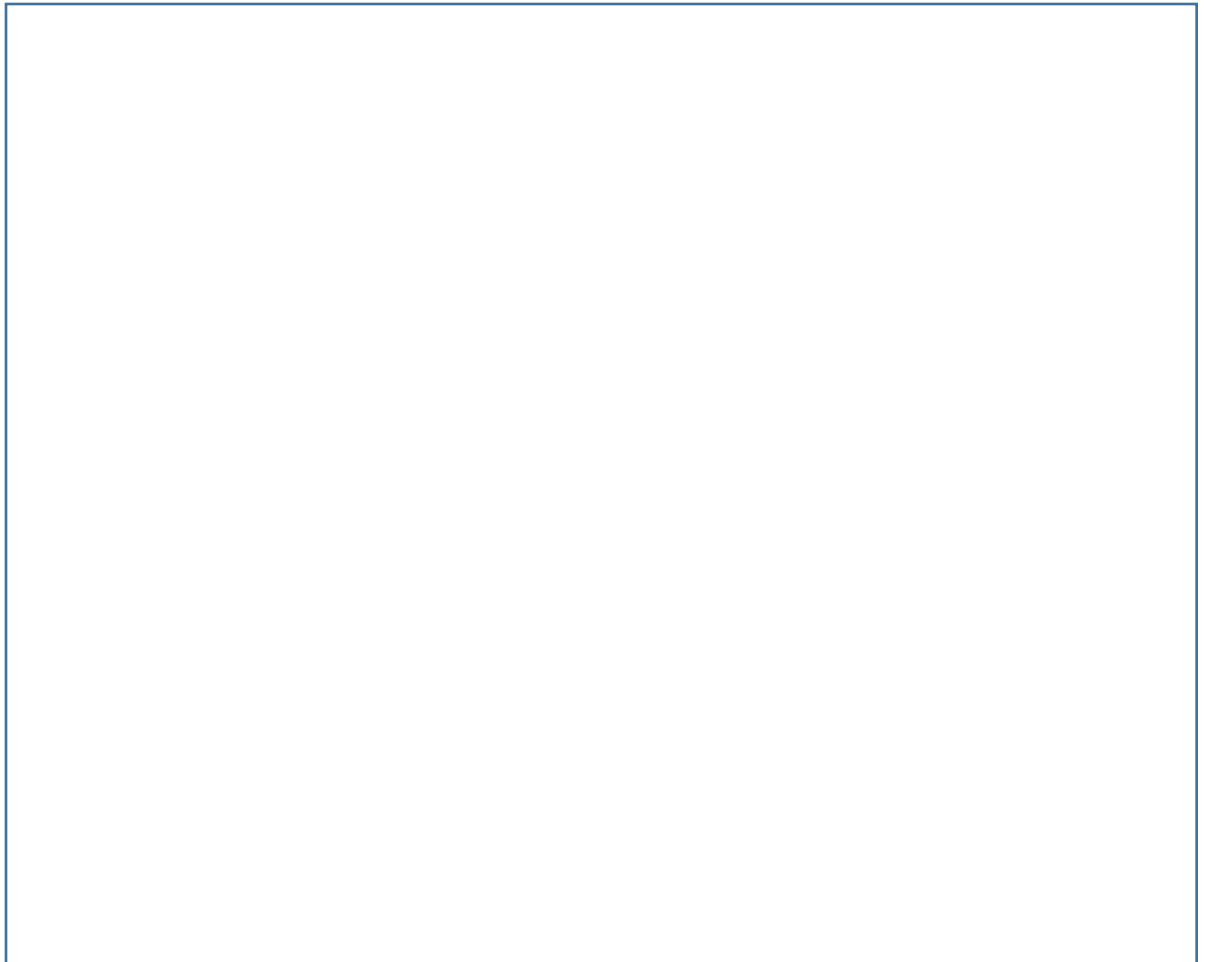
Lot Width _____ Ft.

Sketch **existing** structures with solid line.

Sketch **proposed** structures or fence with a dotted line.

Place distances from lot lines to structures.

Lot Depth _____ Ft.



Street Name _____
(front of house)

IMPORTANT INFORMATION FOR CONSTRUCTION & NEW GAS SERVICE

CUSTOMER RESPONSIBILITIES

- Complete and sign EMU new service application.
- Before you start digging, call 811 or your Iowa's one-call utility notification service.
- Locate and mark private facilities including, but not limited to, sprinkler or irrigation systems, gas grill or LP lines, invisible dog fences and any buried cables or wires; plumbing, septic, sewer, drain lines or drain fields installed by the current or previous homeowners.
- Contact Emmetsburg Municipal Utilities to have the location of the new gas service and meter approved.
- Have foundation backfilled to final grade.
- Ensure the lot is within four inches of final grade.
- Contract the City of Emmetsburg to perform an inspection and ask that they notify Emmetsburg Municipal Utilities when complete.
- Ensure that the route for the service is free and clear of all building materials and other obstructions.
- Once Emmetsburg Municipal Utilities is notified that all conditions have been met, utility service installation will be scheduled.

If the above criteria are not met, installation will be delayed.

If you prefer to meet on-site to review any details, please call the Emmetsburg Municipal Utilities at 712-852-2550.



EMU
EMMETSBURG
MUNICIPAL UTILITIES
GAS | WATER | SEWER

**2021 MAIN STREET
712-852-2550**

METER LOCATION GUIDELINES

GAS METERS SHALL NOT BE LOCATED:

- In any enclosure
- Under decks or porches
- Under stairways or overhangs, unless there is at least six feet clearance
- Within three feet of an air conditional or source of ignition
- Within three feet of any equipment or landscaping that may interfere with maintenance, reading and access to the meter
- Within three horizontal feet of any building intake (doors, windows, fresh air intake, etc.), fireplace vent, or exhaust vent

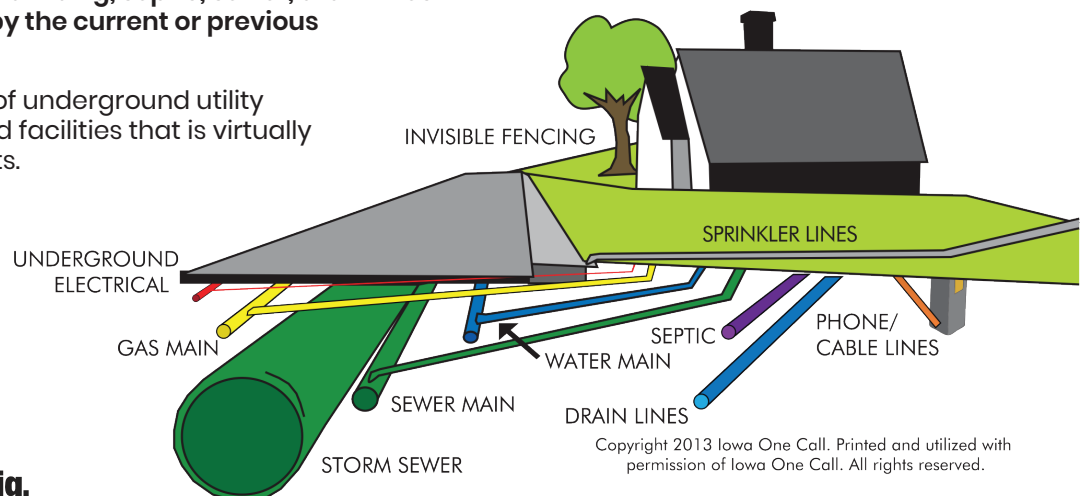
IMPORTANT!

It is the customer's responsibility to locate and mark facilities including, but not limited to, sprinkler or irrigation systems, gas grill or LP lines, invisible dog fences and any buried cables or wires; plumbing, septic, sewer, drain lines or drain fields installed by the current or previous homeowners.

There is a complex web of underground utility lines and privately owned facilities that is virtually invisible to most residents.



**Know what's below.
Call before you dig.**



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