

**EPS Application  
Prep Documents**

**UTILITIES  
&  
CONSULTANTS**

**HELP US WITH  
ELECTRONIC PERMIT  
SUBMITTALS BY USING  
THESE FORMS EACH  
TIME YOU SUBMIT A  
PERMIT!!!!!!**



# Table of Contents

## **Title Page**

## **Table of Contents**

1. Preliminary Information page for all permits

### **Use the page that applies closest to your install**

2. Telephone application checklist
3. Fiber application checklist
4. Cable TV application checklist
5. Communications Tower application checklist

### **To be included for all permits**

6. Crossings under/over the highway  
If crossings are in your install proposal
7. Clear Zone compliances for above ground features  
For any above ground features that could be a clear zone hazard.
8. Basic Traffic Control and City/County approvals
9. Attachments and Site Plan completions
10. Additional Road Plans and Typicals 1
11. Additional Road Plans and Typicals 2

We are starting to process permits through the system. Please add the following email to your contacts and supply it to your Internet IT team to assure that your permit information is not lost in your junk mail filters

[Electronic.Permitting@iowadot.us](mailto:Electronic.Permitting@iowadot.us)

## Utility Permit Request



\* **What do you want to do within the DOT Right-of-Way(ROW)?** 

- New utility facility
- Upgrade an existing utility facility
- Utilities Work on Right of Way
- Repair an existing utility facility
- Maintain an existing utility facility
- Others
- Repair an existing utility facility, Emergency

\* **This installation includes which of the following?**

- Segment(s) parallel to highway ('Longitudinal')
- Crossing(s) highway (over or under) ('Transverse')
- Both, Longitudinal and Transverse
- Single location (that does not cross over or under the highway)



## Utility Information

Choose which utility type you are installing  
(one type only per permit)

\* What type of Utility permit is this request? Telephone

Please check all that apply below

### Utilization Type

Transmission  Distribution  Service Connections

### Facility Location

Above Ground  Under Ground  Above and Under Ground

#### Underground Install Method

Open-Trench  Trenchless  Plow  Other

Enter Above Ground Information (check the options below) **Only required if you are installing overhead**

Underbuild on other companies poles

Poles owned by:

Poles owned by this Utility Company

#### Trenchless Method To Be Used

Horizontal Directional Drilling (HDD)

Pipe Jacking

Pipe Ramming

Micro-Tunneling

Conventional Tunnelling

Auger Boring

Pilot Tube micro Tunneling

Compaction Methods (Impact Molding)

Water Jetting - (Not Allowed Under Roadway)

Will entry and exit pits be used?

Yes  No

Offset of closest edge of pit from edge of pavement or back of curb

**Entry Pit - If multiple pits, add attachment.**

Reference post or station

Distance (feet)

perpendicular to road from edge or curb

#### Exit Pit

Reference post or station

Distance (feet)

perpendicular to road from edge or curb

### Installation Type

Encased in Conduit  Direct Bury  Encased in Conduit and Direct Bury

### Transmission Medium

Copper/Telephone  Fiber  Coaxial Cable

### Copper pairs

0-25 Pairs  26-100 Pairs  101-500 Pairs  501-2000 Pairs

### Number of Fibers

0-4 fibers  5-24 fibers  25-100 fibers  100+ fibers

The installation shall consist of (Please provide a general description): 

The installation shall consist of :

The installation shall consist of :



## Utility Information

\* What type of Utility permit is this request?  

**Please check all that apply below**

### Installation Type


New pole  On existing structure

### New Pole Information

Pole Height(in feet)

Pole Diameter at base(in inches)

### Describe Structure attaching

The installation shall consist of (Please provide a general description): 

The installation shall consist of :



# Approximate Highway Crossing Location(s)

Steel
HDPE
PVC
Others

Point / Encasement	Encase Mat.	Encase Dia.	RefPost	Offset	Station
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Encasement Yes <input type="radio"/> No <input type="radio"/>	Material <input type="text"/>	Diameter <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section / Township /

Poles, guy anchors, pedestals, valves, standpipes, vaults, etc. if you have a staking sheet with all of this information you can use that instead.

Above Ground Obstructions - Clear Zones

Enter information or supply staking sheet with this information

pole, pedestal or other above ground feature identification number	RefPost	Offset	Station	Road Side	Distance from edge of road to near side of feature



What do you want to do within the DOT Right-of-way?:

New utility facility

 City Review Info

\* Do you need City Review?  Yes  No 

 County Review Info

\* Do you need County Review?  Yes  No 

 Traffic Control and Lane Restrictions

Will there be lane restrictions?  Yes  No 

Traffic Control Reference

	Traffic Control Standard	Description	Type
<input checked="" type="checkbox"/>	<a href="#">TC-1</a>	WORK NOT AFFECTING TRAFFIC (TWO-LANE OR MULTI-LANE) NOTE: FIELD DESIGN OR SURVEY/LAYOUT WORK ONLY. NOT FOR CONSTRUCTION USE.	DURATION LESS THAN ONE HOUR
<input type="checkbox"/>	<a href="#">TC-202</a>	SHOULDER CLOSURE (ONE LANE) NOTE: WORK IN ROW BUT NOT DIRECTLY AFFECTING TRAFFIC	2-LANE
<input type="checkbox"/>	<a href="#">TC-212</a>	SPOT LOCATION LANE CLOSURE WITH FLAGGERS	2-LANE
<input type="checkbox"/>	<a href="#">TC-213</a>	LANE CLOSURE WITH FLAGGERS	2-LANE
<input type="checkbox"/>	<a href="#">TC-214</a>	LANE CLOSURE WITH FLAGGERS FOR USE WITH PILOT CAR	2-LANE
<input type="checkbox"/>	<a href="#">TC-228</a>	LANE CLOSURE INVOLVING TWLTL	MULTI-LANE
<input type="checkbox"/>	<a href="#">TC-273</a>	CONSTRUCTION SITE ENTRANCE	MULTI-LANE
<input type="checkbox"/>	<a href="#">TC-402</a>	SHOULDER CLOSURE (MULTI-LANE) NOTE: WORK IN ROW BUT NOT DIRECTLY AFFECTING TRAFFIC	4-LANE
<input type="checkbox"/>	<a href="#">TC-418</a>	LANE CLOSURE ON DIVIDED HIGHWAY	4-LANE
<input type="checkbox"/>	<a href="#">TC-419</a>	LANE CLOSURE ON UNDIVIDED HIGHWAY	4-LANE
<input type="checkbox"/>	<a href="#">TC-601</a>	PEDESTRIAN DETOUR	OTHERS
<input type="checkbox"/>	<a href="#">TC-602</a>	SIDEWALK DIVERSION	OTHERS
<input type="checkbox"/>	<a href="#">TC-SPECIAL</a>	SPECIALIZED TRAFFIC CONTROL PLAN NOT ADDRESSED IN STANDARDS OR FULL DETOUR	

- DURATION LESS THAN ONE HOUR    - 2-LANE    - 4-LANE    - MULTI-LANE    - OTHERS

## Attachments Checklist

\* Checkbox for each line in the checklist must be checked

	Completed	Not Applicable	Need More Information	Description
1 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide Iowa One Call design request information. (Minimally, the list of utilities)
2 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plans showing IADOT Highway Centerline, Highway Number, DOT Stationing and Milepost are required.
3 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proper Traffic Control Standards(IADOT TCxxx Series Standard plans preferred) Available at - <a href="http://www.iowadot.gov/design/stdplne_to.htm">http://www.iowadot.gov/design/stdplne_to.htm</a>

## Site Plan Checklist

	Completed	Not Applicable	Need More Information	Description
1 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Visible orientation (North Arrow) and identifying landmarks are required.
2 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Clearly identify Right Of Way(ROW) line with horizontal distance from highway centerline shown,including all breakpoints and changes in the ROW distances.
3 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	List all of the existing utilities in the installation area.Describe how your installation will address existing utilities that are in conflict, and show all observable existing features, such as power poles,pedestals,markers,handholes,trees,etc.
4 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show all Construction features/Bore Pits with the running line and horizontal distance from roadway edge or centerline. (showing Clear Zone compliance) <a href="http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf">http://www.iowadot.gov/traffic/pdfs/UtilityPolicy.pdf</a>
5 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show the start/stop stationing and depths or elevations for all bores, longitudinal and transverse.
6 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show all facilities that are to be installed on the site plan.This includes pedestals,wire,poles,guy anchors,junction boxes,handholes and manholes. ALL MUST BE REFERENCED BY DOT Stationing and distance from centerline.
7 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show casing start/stop locations, lengths, diameter and material if casings are used.
8 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show where installation starts and stops, leaves ROW, stops at existing pedestal,pole etc.Use IADOT stationing and distance from centerline of the starts and stops.
9 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Show the start/stop stationing and depths or elevations for all plowing locations.
10 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Deviations of installation from centerline shown by distance from centerline and station?
11 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify posts,pedestals or any physical focal points, including shutoffs, overflow valves, hydrants etc.
12 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Describe any other work to accomplish installation before,during or after installation,including:removal of brush/trees, removal of underbuild,construction of access,fence removal, etc.
13 ▼	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify unusual issues to be pointed out on the site plan.CLARITY IS THE KEY, we can't assume you will do it if it is not shown in the plan.

### 2 Lane Roads

	Name	Description
<input type="checkbox"/>	<a href="#">TC-202</a>	WORK WITHIN 15 FT OF TRAVELED WAY
<input type="checkbox"/>	<a href="#">TC-212</a>	SPOT LOCATION LANE CLOSURE WITH FLAGGERS
<input type="checkbox"/>	<a href="#">TC-213</a>	LANE CLOSURE WITH FLAGGERS
<input type="checkbox"/>	<a href="#">TC-214</a>	LANE CLOSURE WITH FLAGGERS FOR USE WITH PILOT CAR
<input type="checkbox"/>	<a href="#">TC-215</a>	LANE CLOSURE WITH SIGNALS (UP TO THREE DAYS)
<input type="checkbox"/>	<a href="#">TC-216</a>	LANE CLOSURE WITH SIGNALS
<input type="checkbox"/>	<a href="#">TC-217</a>	LANE CLOSURE WITH SIGNALS AND TBR
<input type="checkbox"/>	<a href="#">TC-218</a>	LANE CLOSURE WITH PILOT CAR AND FLAGGER OPERATED SIGNALS
<input type="checkbox"/>	<a href="#">TC-228</a>	LANE CLOSURE INVOLVING TWL TL
<input type="checkbox"/>	<a href="#">TC-251</a>	TEMPORARY ROAD CLOSURE
<input type="checkbox"/>	<a href="#">TC-273</a>	CONSTRUCTION SITE ENTRANCE

### 4 Lane Roads

	Name	Description
<input type="checkbox"/>	<a href="#">TC-402</a>	WORK WITHIN 15 FT OF TRAVELED WAY
<input type="checkbox"/>	<a href="#">TC-416</a>	PARTIAL LANE CLOSURE ON RAMPS
<input type="checkbox"/>	<a href="#">TC-418</a>	LANE CLOSURE ON DIVIDED HIGHWAY
<input type="checkbox"/>	<a href="#">TC-419</a>	LANE CLOSURE ON UNDIVIDED HIGHWAY
<input type="checkbox"/>	<a href="#">TC-422</a>	CLOSURE OF TWO ADJACENT LANES ON DIVIDED HIGHWAY
<input type="checkbox"/>	<a href="#">TC-423</a>	CLOSURE OF TWO ADJACENT LANES ON UNDIVIDED HIGHWAY
<input type="checkbox"/>	<a href="#">TC-429</a>	CLOSURE OF CONTINUOUS TWO-WAY LEFT-TURN LANE AND ADJACENT LANE
<input type="checkbox"/>	<a href="#">TC-451</a>	TEMPORARY ROAD CLOSURE ON DIVIDED HIGHWAY

### Erosion Control

	Name	Description
<input type="checkbox"/>	<a href="#">EW-403</a>	TEMPORARY EROSION CONTROL MEASURES
<input type="checkbox"/>	<a href="#">EC-502</a>	SEEDING IN RURAL AREAS
<input type="checkbox"/>	<a href="#">EC-101</a>	SPECIAL DITCH CONTROL
<input type="checkbox"/>	<a href="#">EC-201</a>	SILT FENCE
<input type="checkbox"/>	<a href="#">EC-204</a>	PERIMETER AND SLOPE SEDIMENT (3 Sheets)
<input type="checkbox"/>	<a href="#">EC-602</a>	OPEN-THROAT CURB INTAKE

## Patching

	Name	Description
<input type="checkbox"/>	<a href="#">PV-101</a>	JOINTS (8 Sheets)
<input type="checkbox"/>	<a href="#">PR-102</a>	FULL DEPTH PCC PATCH WITHOUT DOWELS
<input type="checkbox"/>	<a href="#">PR-103</a>	FULL DEPTH PCC PATCH WITH DOWELS
<input type="checkbox"/>	<a href="#">PR-110</a>	PCC CRACK AND JOINT CLEANING AND FILLING
<input type="checkbox"/>	<a href="#">7040.103</a>	FULL DEPTH HMA PATCHES

## Pedestrian Detour and Sidewalks

	Name	Description
<input type="checkbox"/>	<a href="#">TC-601</a>	PEDESTRIAN DETOUR
<input type="checkbox"/>	<a href="#">7030.201</a>	CLASSES OF SIDEWALKS
<input type="checkbox"/>	<a href="#">7030.202</a>	CURB DETAILS FOR CLASS A SIDEWALK
<input type="checkbox"/>	<a href="#">7030.204</a>	GENERAL FEATURES OF AN ACCESSIBLE SIDEWALK
<input type="checkbox"/>	<a href="#">7030.205</a>	GENERAL SIDEWALK AND CURB RAMP DETAILS
<input type="checkbox"/>	<a href="#">7030.206</a>	CURB RAMPS OUTSIDE OF INTERSECTION RADIUS
<input type="checkbox"/>	<a href="#">7030.207</a>	CURB RAMP FOR CLASS B OR C SIDEWALK
<input type="checkbox"/>	<a href="#">7030.208</a>	ALTERNATIVE CURB RAMP FOR CLASS B OR C SIDEWALK
<input type="checkbox"/>	<a href="#">7030.209</a>	CURB RAMPS FOR CLASS A SIDEWALK
<input type="checkbox"/>	<a href="#">7030.210</a>	DETECTABLE WARNING PLACEMENT

## Other (Tracer Wire and Trench Backfill)

	Name	Description
<input type="checkbox"/>	<a href="#">WM-102</a>	TRACER SYSTEM
<input type="checkbox"/>	<a href="#">SW-101</a>	TRENCH BEDDING AND BACKFILL ZONES

## Utility Typicals

	Exhibit	Description
<input type="checkbox"/>	<a href="#">Typical page E-9</a>	TYPICAL HEIGHT/DEPTH URBAN
<input type="checkbox"/>	<a href="#">Typical page E-8</a>	TYPICAL HEIGHT/DEPTH RURAL
<input type="checkbox"/>	<a href="#">Typical page E-4 To E-7</a>	CLEAR ZONE REQUIREMENTS
<input type="checkbox"/>	<a href="#">Typical page E-10</a>	TILE LINE REPAIR GUIDELINES