

**BROADWATER COUNTY**  
**Application for Encroachment Permit**

**\$175.00 made payable to:**  
**Broadwater County Road & Bridge**  
**515 Broadway St.**  
**Townsend, MT 59644**

To be completed by the applicant. Incomplete applications will not be processed.

Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Site Location – Exact distance and direction from the nearest County road intersection:

\_\_\_\_\_

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

Type of construction project (attach drawings, plans/specifications):

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

In order to promote public safety and protect life and property it is necessary for every person, party, operation, business or utility desiring to perform construction work of any nature in any county road, street, alley or thoroughfare to obtain a work permit prior to starting such work and post bond as may be required insuring proper completion of the project.

**FEDERAL LAW REQUIRES ALL PARTIES TO CONTACT “ONE CALL” BEFORE DIGGING**  
**1-800-424-5555**

**APPLICANT HEREBY AGREES TO THE FOLLOWING CONDITIONS:**

1. To perform all work in compliance with Broadwater County Specifications, a copy of which is available at the Broadwater County Road Department.
2. To notify the Broadwater County Road Department Office prior to starting any work within the County right-of-way covered by this permit.
3. Applicant will be responsible for any damage to other installations already in place before digging.
4. To provide proof of insurance, indemnify and save harmless Broadwater County, its officers and employees, from responsibility, damage or liability arising from the exercise of the privileges granted herein.
5. To meet all requirements for warning signs, traffic control and public safety (Manual of Uniform Traffic Control Devices).
6. Abide by Federal Law requirements to contact “One Call Hotline” before digging 1-800-424-5555.

**IT IS FURTHER AGREED:**

1. Applicant shall furnish bond as required based on the type and scope of work covered by this application for a one-year period.
2. Above named applicant doing or authorizing said work will pay a fee as required. Said fee will be retained by Broadwater County.
3. Applicant shall not exceed or modify the scope of this project without prior approval from the County Road Department.
4. All applicants shall be responsible for their excavations, locations, placements of lines, poles, pipes, etc., within the public rights of way in accordance with Broadwater County Road Department standards.
5. When requested by the Broadwater County Road Department, due to public safety, county road maintenance, construction, or rebuilding, relocation shall be the responsibility of the owner of said facilities; all costs associated with any future relocation of any improvement constructed under this project permit shall be borne by the current owner(s) at the time of the requested relocation.
6. All work shall be inspected upon completion as arranged for by both parties, the Applicant and county Road Department or his representative
7. Permittee shall maintain, at its/his sole expense, the installation and/or structures for which this permit is granted, in a condition satisfactory to the Broadwater County.
8. Should the work fail to meet standards, or if a defect in said work creates a situation affecting public health, welfare or safety, the applicant is solely responsible for correction of the deficiency. If applicant, upon notification by the County Road Department, fails to correct said deficiency, the Broadwater County Road Department may make or authorize such repairs as necessary. All costs incurred in said repair shall be charged against the Applicant, the Applicants heirs, assigns, or his bond. Emergency situations, as determined by the Road Department, shall be corrected within 24 hours. All other situations shall be corrected within 30 days.
9. The Applicant agrees to hold Broadwater County harmless for any damage to their facilities occurring during normal road maintenance now and in the future.
10. Nothing contained in this permit shall relieve Applicant of responsibility for the work performed under any permit granted.

**The terms of this permit application are accepted and agreed to by:**

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

\_\_\_\_\_  
Date

Mail the completed application form along with applicable fees, drawings, plans/specifications, proof of insurance and bond to  
**Broadwater County Road & Bridge Department, 515 Broadway St., Townsend, MT 59644.**

## REVIEW OF APPLICATION FOR ENCROACHMENT PERMIT

To be completed by Broadwater County Public Works Supervisor

ROUTE NO.: \_\_\_\_\_

STATION(S): \_\_\_\_\_

COMPLETE APPLICATION RECEIVED? Yes \_\_\_\_ No \_\_\_\_

INSPECTION FEE PAID? Yes \_\_\_\_ No \_\_\_\_ Amount \$ \_\_\_\_\_

PLANS/SPECIFICATIONS SUBMITTED? Yes \_\_\_\_ No \_\_\_\_

PROOF OF INSURANCE PROVIDED? Yes \_\_\_\_ No \_\_\_\_ Company: \_\_\_\_\_

BOND PROVIDED? Yes \_\_\_\_ No \_\_\_\_ Amount \$ \_\_\_\_\_

### PRELIMINARY INSPECTION OF APPLICATION RECOMMENDED FOR:

APPROVAL: \_\_\_\_\_ CONDITIONAL APPROVAL: \_\_\_\_\_ DISAPPROVAL: \_\_\_\_\_

\_\_\_\_\_  
Broadwater County Public Works Director

\_\_\_\_\_  
Date

List conditions of approval, conditional approval or disapproval, if any:

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### FINAL INSPECTION OF WORK COMPLETED

To be completed by the Broadwater County Public Works Supervisor

Inspected by: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

Completed project: \_\_\_\_\_ Meets requirements of the preliminary application.

\_\_\_\_\_ Does not meet approval for the following reasons:

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NOTICE: Approval of the foregoing application shall not grant authority to the permittee to burden or otherwise impair or infringe on any third-party property interests which may exist or inure to the benefit of third parties relative to the county property or right-of-way which is referenced in this application. It shall be the responsibility of the permittee to ascertain all such property interests, if any, and to make suitable arrangements with all third parties whose property interests may be impaired by the construction work proposed in this application.

### ROUTING

Initial:

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Course of Action:

Application received with fees, application to Broadwater County Road & Bridge Depart.  
Broadwater County Road & Bridge Dept. final inspection and approval, application to Clerk & Recorder.  
Clerk & Recorder – Record document.  
Clerk & Recorder – Copy of final recorded permit to applicant and Broadwater County Road & Bridge Dept.