

# Waller County

## **REQUIREMENTS FOR UTILITY INSTALLATION PERMIT**

1. Complete “Notice of Proposed Installation in Waller County Right-of-Way”.
2. Submit a PDF file of the Plan locating open cuts and/or bores.
3. Submit a PDF file of the Traffic Control Plan sheets in compliance with the Texas Manual of Uniform Traffic Control Devices. Application will not be accepted without traffic handling plans.
4. Submit shape file, point coordinates, line end coordinates of all cuts, bores, utility placements for Waller County GIS mapping.
5. Submit a restoration bond executed by a surety company or surety companies authorized to execute bonds under and in accordance with laws of the State of Texas. The bond must be made out to Waller County and have a duration of one (1) year. The bond is waived if the work will be performed by a Public Utility franchised to operate in the State of Texas.
  - a. The minimum bond is \$5000 and it will cover 100 linear feet of pavement cut or 500 linear feet of cut outside the pavement. Larger projects require a bond amount specific the project scope.
  - b. For larger projects, submit the permit application without a bond. The County will determine the bond amount.
6. Approved Utility Installation Permit must be kept on the job site. Failure to do so constitutes grounds for shutdown.
7. This permit applies to work performed within the right-of-way owned and maintained by Waller County only and it is the responsibility of the applicant to acquire all other necessary permits and permissions.
8. A permit is required to lay, construct, maintain, and repair buried cables, conduits, and pole lines, in, under, across or along roads, streets, highways, and drainage ditches in Waller County, Texas under the jurisdiction of the Commissioners Court of Waller County, Texas, to the extent that such order is consistent with Chapter 181, Vernon’s Texas Statutes and Codes Annotated.
9. Permit shall be effective upon acceptance date of Formal Notice presentation in Commissioners Court, for a duration of one (1) year, with the opportunity of a six (6) month extension after a written request is sent and approved by the County Engineer.

### **POST PERMIT REQUIREMENTS**

1. The Public Utility or its contractor must notify the County Engineer at [UtilityPermits@wallercounty.us](mailto:UtilityPermits@wallercounty.us), forty-eight (48) hours prior to starting construction.
2. An inspection of the line installation is required prior to backfilling the excavation to confirm proper cover depth.

Waller County Road & Bridge Department  
775 Business 290 East, Hempstead, TX 77445  
Phone (979) 826-7670, [UtilityPermits@wallercounty.us](mailto:UtilityPermits@wallercounty.us)

**NOTICE OF PROPOSED UTILITY WORK  
IN WALLER COUNTY RIGHT-OF-WAY**

Formal notice is hereby given that \_\_\_\_\_ (utility contractor) proposes to place a \_\_\_\_\_ within the right-of-way of \_\_\_\_\_ as follows: \_\_\_\_\_ (street)

*Provide details for location, length, construction method, design (i.e. the dimensions from ROW line, edge of curb or pavement), etc.*

The \_\_\_\_\_ will be constructed and maintained on the road right-of-way as directed by Waller County Road & Bridge in accordance with governing laws. Our firm further understands that the County considers proper traffic control measures as those complying with applicable portions of the Texas Manual on Uniform Traffic Control Devices required for adoption by the "Transportation Code" (Ch 251).

The location and description of the proposed work and appurtenances is more fully shown by three (3) copies of drawings attached to this notice.

Construction is proposed to begin on or after the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. Firm: \_\_\_\_\_

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

By: \_\_\_\_\_

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

Title: \_\_\_\_\_ Email: \_\_\_\_\_

**APPROVAL**

This application is hereby approved subject to the following understandings and restrictions.

It is expressly understood that the said Waller County does not hereby imply to grant any right, claim, title or easement in or upon this County Road; and it is further understood that in the future, should Waller County, for any reason, need to work, improve, relocate, widen, increase, add to, decrease, or in any manner change the structure of this road or right-of-way, this line, if affected, will be moved at the direction of the Waller County Engineer or Road Administrator with thirty (30) days written notice.

This installation work shall not damage any part of the roadway and adequate provisions shall be made to cause a minimum of inconvenience to traffic and adjacent property owners. Permit shall be effective upon acceptance date of Formal Notice presentation in Commissioners Court, for a duration of one (1) year, with the opportunity of a six (6) month extension after a written request is sent and approved by the County Engineer.

**APPROVED BY WALLER COUNTY ROAD & BRIDGE DEPT.**

Traffic Controls Required: Y N

Traffic Controls Reviewed By: \_\_\_\_\_

Bond: Y N Bond Amount (\$): \_\_\_\_\_

Floodplain Dev. Permit Required: Y N

Permit #: \_\_\_\_\_ Precinct #: \_\_\_\_\_

R&B Inspector: \_\_\_\_\_

\_\_\_\_\_  
County Engineer or Road Administrator

\_\_\_\_\_  
Date