

APPENDIX D

**AUTHORIZATION FOR CONSTRUCTION OR
OTHER RELATED ACTIVITY WITHIN A SAN JUAN COUNTY
ROAD RIGHT-OF-WAY OR EASEMENT**

DATE _____ AUTHORIZATION NO. _____

APPLICANT'S NAME _____ PHONE # _____

COMPANY NAME (if applicable) _____ EMAIL _____

APPLICANT'S ADDRESS _____

LOCATION OF CONSTRUCTION/ACTIVITY _____

DESCRIPTION OF CONSTRUCTION/ACTIVITY _____

PROPOSED START DATE: _____ PROPOSED END DATE: _____

I, the undersigned, understand that this authorization pertains only for work to be completed within dedicated San Juan County Road rights-of-way or easements. This authorization does not ensure landowner permissions to conduct activities on Lesser County Maintained Roads. It is my sole responsibility to take all necessary steps to ensure that I have the necessary permissions to conduct the activities proposed from private landowners.

I have read and understand all instructions, conditions and terms stated herein. I agree to abide by said instructions, conditions and the terms as set forth in this authorization.

APPLICANTS SIGNATURE _____

DRAWING/SKETCH/MAP ATTACHED (circle all that apply)

APPROVED BY: _____ DATE: _____

INSPECTED BY: _____ DATE: _____

ACTUAL START DATE: _____ ACTUAL END DATE: _____

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AUTHORIZATION FOR CONSTRUCTION OR OTHER RELATED ACTIVITY WITHIN A SAN JUAN COUNTY ROAD, RIGHT-OF-WAY OR EASEMENT

INSTRUCTIONS

- LOCATION OF CONSTRUCTION/ACTIVITY: Describe the exact location, i.e., County Road #, address, mile marker # or landmark. If available, give section, township, and range.
- DESCRIPTION OF CONSTRUCTION/ACTIVITY: Describe type of construction or activity, such as, but not limited to, utility installation or construction of road intersection. Attach a detailed plan and profile drawing.

GENERAL

Private parties or organizations shall not perform any type of construction or other activity such as, but not limited to, utility installation, or constructing a driveway/road intersection without first applying for and securing authorization from the San Juan County Public Works Department, and thereafter complying fully with all provisions and standards set forth in the authorization. This provision may be waived only in the event of an emergency, however, the County shall be notified via a phone call (505-334-4520) or email (roadpermits@sjcounty.net) within 24 hours of the emergency and a follow-up authorization will be required within 5 business days.

If construction is planned to last longer than five (5) calendar days, a detailed work schedule shall be submitted to Public Works prior to receiving authorization. A representative of the authorized party shall contact Public Works via phone call or email on the start date of construction and every week thereafter until restoration is completed. A representative of the authorized party shall contact Public Works as soon as reasonably possible if the scope of work changes. Once construction has been completed and all surfaces restored according to Appendix C specifications, Public Works shall be contacted no less than 5 business days after restoration is complete. Phone calls, voicemails, and emails shall serve as record of start and end dates. The party seeking authorization of work shall assume responsibility for all subcontractors unless the subcontractors seek authorization for their participation.

All installations will be made in strict accordance with the detailed plan and profile drawing submitted by applicant. It is further understood that the County will not be responsible for any maintenance of any utility installed in a County road, right-of-way, or easement.

All utility installations must be 36 inches below the lowest point of the road cross section, except high pressure gas lines, which must be 48 inches below the lowest point of the road cross section. High-pressure gas lines shall be clearly marked with appropriate warning signs where the line intersects the road, right-of-way or easement. All utility facilities parallel to a County road and

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associated manholes, junction boxes or any other above-grade apparatus shall be installed within five feet of the outer right-of-way line. Minor variations will be considered on an individual basis. In no event shall the installation be within close proximity to the traveled portion of the roadway as to interfere with off-road parking or road maintenance. Above-grade apparatus must be clearly marked with a delineated warning marker acceptable to the Public Works Department. All at-grade valve or junction boxes located in the road's driving surface or shoulder must be protected with an at-grade 2 foot by 2 foot by 6-inch concrete collar.

All trenches parallel to the roadway that are outside of the roadway foreslopes shall be backfilled and compacted to density equal to the surrounding undisturbed soil. All disturbed areas shall be graded in such a manner that will not interfere with the established drainage. Re-seeding will be required at the discretion of Public Works.

If construction occurs within the roadway surface, the road shall be restored to satisfactory condition including but not limited to paving, striping, landscaping, and markings as per the roadway's existing condition and in accordance with the specifications of Appendix C of the San Juan County Road Policy. Road cuts shall be backfilled with base course to the level of adjacent pavement and monitored daily for degradation until asphalt patching has occurred.

If, in the opinion of the County's designated representative, any excavated material is unfit to be used as backfill, it shall be removed from the site and disposed of properly. Select material, satisfactory to the County's designated representative, shall be imported and substituted for backfill purposes.

The Public Works Department, at the expense of the authorized party, will require compaction tests by a Certified Laboratory. Testing will be in accordance with Appendix C of the San Juan County Road Policy.

No objects will be allowed on, or within 12 feet of the driving surface that may interfere with the safety of persons or vehicles utilizing a County Road. Fences, locked gates and other obstructions are prohibited on all County Maintained and Lesser County Maintained roads or rights-of-way.

A detailed work zone traffic control plan must accompany the application. No County road will be completely closed. If a detour around the construction is not feasible, then the installation across the road will be made one-half at a time to allow thru traffic around the construction.

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All construction activity within a County road, right-of-way or easement must be performed during daylight hours. All lanes must be reopened to traffic during nighttime hours, except in the event of an emergency. Proper lighting and signage of the work zone will be required in such an event. Construction equipment and official vehicles left overnight shall be parked so as to not interfere with the safety and traffic flow of the roadway. All trenches shall be backfilled at the end of each

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working day. No open trenches are permitted during non-working hours. Traffic controls shall be in place until such time as work is complete and notification is provided to Public Works.

PAVED ROADS

Wherever possible, all underground installations across paved roads shall be bored and casing pipe installed as determined by the County's designated representative. If boring is not feasible, a request for waiver of the County's boring requirement must be submitted in writing to the Public Works Department. Reasons such as space limitations, soil conditions or other factors should be clearly stated and documented. If permission is granted to cut pavement and excavate in the roadway, the following procedure will be used:

The pavement shall be cut to a clean, vertical, straight line with a cutting wheel or a pneumatic pavement cutter to the width required for accommodating the trench excavation. Specifications and testing requirements for subgrade, base course, and asphalt paving are as required per Appendix C of the San Juan County Road Policy. Pavement repairs will be guaranteed for a period of one year.

UNPAVED AND GRAVEL ROADS

For unpaved roads, subgrade preparation and base course materials and testing are as specified in Appendix C of the San Juan County Road Policy. The minimum restoration depth of imported base course materials shall be six (6) inches. The finished surface of the gravel road will be restored to its original condition as determined by the County's designated representative. This may involve grading of the roadway beyond the immediate work area of the trench or other installation.

DRIVEWAY OR ROAD INTERSECTION

When a driveway intersecting a County Road is constructed, the party constructing the private drive must install a minimum of 20 feet but not to exceed 30 feet of 12-inch diameter culvert pipe under the driveway, unless otherwise directed by Public Works or a New Mexico Licensed Professional Engineer due to site conditions. The culvert shall be in line with the established drainage ditch and installed in such a manner that will not impede surface drainage water or silt in.

When a private or public road intersecting a County road is constructed, the party constructing the road must install a culvert of sufficient diameter to accommodate a standard 25-year storm. Sizing must be confirmed by New Mexico Licensed Professional Engineer. The culvert shall be long enough to extend slightly past the toe of the foreslopes of the intersection, be in line with the established drainage ditch and installed in such a manner that will not impede surface drainage water or silt in. The culvert must be of sufficient gauge or thickness and installed with sufficient cover per the Manufacturer's specifications to withstand HS-20 truck traffic. Road intersections

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shall be rounded with a minimum radius of 25 feet. Devices to control livestock will be required if applicable.

TERM

This authorization may be issued with the express understanding that approval is temporary, subject to being rescinded if, after review by the County's designated representative, conditions or limitations relative to the proposed construction or activity adversely affect the County's interest. In the event any grade or alignment changes are made on a County road that necessitate relocation of any utilities, the authorized party will relocate, at their own expense, their utilities promptly upon receipt of written request from the Public Works Department, provided that at such time said authorized party is not entitled to reimbursement as contemplated by N.M.S.A. 1978, Sections 67-8-15 through 67-8-21 as amended, and as may hereinafter be amended.

This initial authorization to begin work is valid for a period of ninety (90) days prior to construction activities. Should an Applicant fail to begin work within that period, reauthorization in the form of a new or revised permit must first be obtained from Public Works prior to construction activities.

Acknowledged by Applicant