

PROCEDURE FOR PROCESSING APPLICATION FOR

PIPELINE ASSIGNMENT

1. SUBMIT FOUR (4) COMPLETED PIPELINE ASSIGNMENT APPLICATION FORMS CONTAINING ORIGINAL SIGNATURE OF THE PRESIDENT OR VICE-PRESIDENT OF THE COMPANY. IF SIGNED BY AN AGENT OTHER THAN THE PRESIDENT OR VICE-PRESIDENT OF THE COMPANY, A POWER OF ATTORNEY STATEMENT AS FILED OF RECORD IN OKLAHOMA COUNTY, OKLAHOMA WILL BE REQUIRED.
2. SUBMIT FOUR (4) COPIES OF THE APPROVED PERMIT AND CONSTRUCTION DRAWINGS STAMPED WITH APPROVAL DATE AND PERMIT NUMBER.
3. SUBMIT AN ORIGINAL PROOF OF INSURANCE FOR THE NEW OWNER. THE STANDARD ACORD FORM IS ACCEPTABLE. THE NEW OWNER SHOULD INCLUDE FOR BILLING PURPOSES A CONTACT NAME, MAILING ADDRESS AND PHONE NUMBER
4. SHOW THE PIPELINE HISTORY OF OWNERSHIP FROM ORIGINAL PERMITTEE/OWNER TO PRESENT AND INCLUDE NEW BILLING INFORMATION FOR RODDAGE WITH NAME, TITLE, MAILING ADDRESS AND CONTACT PHONE NUMBER.
5. PLANS WILL BE REVIEWED BY OTHER CITY SUB-DEPARTMENTS RESPONSIBLE FOR POTENTIALLY EFFECTED PUBLIC FACILITIES.
6. AFTER ANY DEFICIENCIES ARE CORRECTED AND THE REVIEW PROCESS IS COMPLETED, THE ASSIGNMENT WILL BE SENT TO THE CITY COUNCIL FOR APPROVAL AND ASSIGNMENT ISSUED.
7. SUBMIT BILLING INFORMATION FOR THE OWNER. INCLUDE THE COMPANY NAME, CONTACT NAME, MAILING ADDRESS AND PHONE NUMBER.

APPLICATION FOR ASSIGNMENT OF PIPELINE PERMIT

TO THE HONORABLE MAYOR
AND CITY COUNCIL OF
OKLAHOMA CITY, OKLAHOMA

Comes now the undersigned and states that _____

_____ will sell, lease or assign to _____

_____ all rights to the pipeline or pipelines described in Exhibit A, attached hereto and made part hereof, contingent upon your consent, with an effective date of _____, 20____.

For the above reason the undersigned respectfully petition the City Council to give consent in writing to the assignment of the permit, permits, or portion of permits covering the above described pipeline or pipelines from _____

_____ to _____ as provided for in Article 5 of said permit or permits, and the undersigned Assignee expressly agrees to accept all the terms and stipulations of said permit, permits, or portion of permits and hereby agrees to be held fully and solely liable for the fulfillment of the same in every respect.

ATTEST: _____ Assignor

_____ By _____ Attorney-In-Fact

ATTEST: _____ Assignee

_____ Asst. Secretary By _____ Title: _____ President _____

APPROVED by the City Council of the City Of Oklahoma City on this _____ day of _____, 20____.

Attest:

CITY CLERK

MAYOR

Reviewed as to form and legality .

Assistant Municipal Counselor

APPLICATION FOR ASSIGNMENT OF PIPELINE PERMIT

TO THE HONORABLE MAYOR
AND CITY COUNCIL OF
OKLAHOMA CITY, OKLAHOMA

Comes now the undersigned and states that _____

will sell, lease or assign to _____

all rights to the pipeline or pipelines described in Exhibit A, attached hereto and made part hereof, contingent upon your consent, with an effective date of _____, 20____.

For the above reason the undersigned respectfully petition the City Council to give consent in writing to the assignment of the permit, permits, or portion of permits covering the above described pipeline or pipelines from _____

_____ to _____

_____ as provided for in Article 5 of said permit or permits, and the undersigned Assignee expressly agrees to accept all the terms and stipulations of said permit, permits, or portion of permits and hereby agrees to be held fully and solely liable for the fulfillment of the same in every respect.

ATTEST:

Assignor

By _____
Attorney-In-Fact

ATTEST:

Assignee

Asst. Secretary

By _____
Title: _____ President _____

APPROVED by the City Council of the City Of Oklahoma City on this _____ day of _____, 20____.

Attest:

Mayor

City Clerk

Reviewed as to form and legality .

Assistant Municipal Counselor

PROCEDURE FOR PROCESSING APPLICATION FOR
PIPELINE REMOVAL PERMIT
ON STREET RIGHT-OF-WAY AND PUBLIC EASEMENT CROSSING

1. SUBMIT ONE (1) COMPLETED PIPELINE REMOVAL PERMIT APPLICATION FORM EXECUTED AND CONTAINING ORIGINAL SIGNATURE OF THE PRESIDENT OR VICE-PRESIDENT OF THE COMPANY. IF SIGNED BY AN AGENT OTHER THAN THE PRESIDENT OR VICE-PRESIDENT OF THE COMPANY, A POWER OF ATTORNEY STATEMENT AS FILED OF RECORD IN OKLAHOMA COUNTY, OKLAHOMA WILL BE REQUIRED.
2. SUBMIT FOUR (4) COPIES OF THE APPROVED CONSTRUCTION DRAWINGS. PLANS SHOULD SHOW THE PROPERTY LINES, CURB, CENTERLINE OF STREETS, RIGHT-OF-WAY WIDTHS, UTILITY AND/OR DRAINAGE EASEMENTS, DRIVEWAYS AND/OR SIDEWALKS, AND THE PROPOSED ALIGNMENT OF THE PIPELINE. DIMENSIONS SHOULD BE INCLUDED TO SHOW THE RELATIONSHIP OF THE PROPOSED IMPROVEMENTS, CURB LINE, PROPERTY LINE AND CENTER LINE OF ADJACENT STREETS. OTHER DIMENSIONS AS APPLICABLE SHOULD BE SHOWN. IN DEVELOPED AREAS OF THE CITY, STANDARD PLAN AND PROFILE SHEETS SIGNED AND SEALED BY A PROFESSIONAL ENGINEER/LAND SURVEYOR ARE REQUIRED.
3. SHOULD A PIPELINE DURING ITS COURSE CROSS MORE THAN ONE STREET RIGHT-OF-WAY OR PUBLIC EASEMENT, INCLUDE ALL CROSSINGS ON ONE APPLICATION. ADDITIONALLY, CONTRACTOR REMOVING THE PIPELINE MUST BE PRE-QUALIFIED, LICENSED, AND OBTAIN ALL REQUIRED PERMITS.
4. SUBMIT HISTORY OF PIPELINE OWNERSHIP FROM THE ORIGINAL PERMITEE, INCLUDE ANY AND ALL ASSIGNMENTS IF APPLICABLE. INCLUDE ALL PERMIT HISTORY AND DOCUMENTATION.
5. SUBSEQUENT TO APPLICATION APPROVAL SUBMIT A CHECK PAYABLE TO THE CITY OF OKLAHOMA CITY IN THE AMOUNT OF \$26.50 PER ROD (or any portion of, rounded up to the next rod) FOR THE LENGTH OF THE PIPELINE TO BE REMOVED WHICH OCCUPIES CITY RIGHT-OF-WAY OR EASEMENT OR \$5.25 PER ROD (or any portion of, rounded up to the next rod) FOR THE LENGTH OF THE PIPELINE TO BE ABANDONED WHICH OCCUPIES CITY RIGHT-OF-WAY OR EASEMENT.
6. SUBMIT CURRENT PROOF OF INSURANCE ON CITY FORM (PROVIDED, OR AN ACCORD FORM) WITH STANDARD COMPREHENSIVE PUBLIC LIABILITY COVERAGE INCLUDING CONTRACTUAL LIABILITY INSURANCE COVERING BODILY INJURIES AND PROPERTY DAMAGE NAMING THE APPLICANT/PERMITEE AND THE CITY AS CO-INSURED, ISSUED BY AN INSURANCE COMPANY AUTHORIZED TO DO BUSINESS WITHIN THE STATE.
7. AS SOON AS STAFF IS AVAILABLE, THE LOCATION(S) OF THE PROPOSED PIPELINE(S) TO BE ABANDONED WILL BE FIELD CHECKED AND PLANS WILL BE REVIEWED BY OTHER CITY SUB-DEPARTMENTS RESPONSIBLE FOR POTENTIAL EFFECTED PUBLIC FACILITIES.
8. IF PIPELINE IS TO BE ABANDONED IN LIEU OF BEING REMOVED AN ASSIGNMENT IS ALSO NEEDED.

Revised 5-7-08

APPLICATION FOR PIPELINE REMOVAL PERMIT

TO THE HONORABLE MAYOR
AND CITY COUNCIL OF
OKLAHOMA CITY, OKLAHOMA

WHEREAS, on the _____ day of _____, 20____
an agreement for the laying of _____

_____ pipeline was executed by the City of Oklahoma City with _____

and, whereas, said agreement has been duly and properly assigned to _____

Comes now _____
and applies to the City Council for a permit, and for the cancellation of the agreement covering
the portion or portions of said pipeline(s) described as follows:

The Applicant agrees as a condition to the granting of said permit that the conditions,
agreements and liability contained in the agreement heretofore executed on the _____ day
of _____, 20____ concerning said pipeline or pipelines, shall be continued
in full force and effect as to paragraphs number 2, 3, 4, 7, 8 and 9 thereof until any obligation to
perform any acts or any liability to pay and damages or claims arising thereunder is fully
satisfied, and also agrees to continue said permit and agreement in full force and effect as to any
and all pipelines not removed.

ATTEST: _____ BY _____

CITY CLERK

MAYOR

Reviewed as to form and legality.

Assistant Municipal Counselor