

UTILITY PERMIT APPLICATION ON CITY RIGHT-OF-WAY

Company Project No. _____

Application is hereby made for permission to place, construct and thereafter maintain a _____
 along or across the following City Streets:

in accordance with the sketch and/or construction drawing shown on the inside hereof, or attached thereto.

I. AERIAL CONSTRUCTION

TYPE OF STRUCTURE: _____

VOLTAGE:	NUMBER OF CONDUCTORS:	SIZE OF CONDUCTORS:
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MINIMUM HEIGHT OF CONDUCTOR: _____ ft. along roadway _____ ft. at crossing over roadway

EXTENT & LOCATION OF TREE TRIMMING AND/OR CLEARING: _____

II. UNDERGROUND CONSTRUCTION

TYPE & SIZE OF CONDUIT: _____

CASING: None Size: _____ Steel Pipe Sectional Concrete Other: _____

DEPTH:	VOLTAGE:
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# OF CONDUCTORS:	SIZE OF CONDUCTORS:
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METHOD OF INSTALLING UNDER ROADBEDS: Jacking Boring Pneuma Gopher Directional Drilling Open trench
If open trench, please explain why necessary:

EXTENT & LOCATION OF TREE CLEARING/TRIMMING: _____

III. PROJECT SCHEDULE & TRAFFIC CONTROL

Work to start on or after: _____ & completed on or before _____.

Traffic Restriction Required Traffic Detour Required Road Closure Required Work Outside Traffic Lanes

IV. APPLICANT & CONTRACTOR INFORMATION

The applicant in carrying on any and all of the work herein above mentioned or referred to in its application and in the Permit issued herefore, shall strictly conform to the terms of such Permit, and the City Code Chapter 14, as set forth herein together with the Conditions and Special Provisions, all of which are made a part hereof. The applicant specifically agrees to be bound hereby. The applicant shall also comply with the regulations of all other governmental agencies for the protection of the public. The work shall be accomplished in a manner that will not be detrimental to the roadway and that will safeguard the public.

NAME OF COMPANY MAKING APPLICATION: _____

Address: _____

Printed Name and Title:	Telephone No.:
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Signature:	Date:
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CONTRACTOR: _____

Address: _____

Contact Person:	Telephone No.:	Cell Phone No.:
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24 Hour Contact:	Telephone No.:	Cell Phone No.:
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Conditions set by the Red Wing City Council for Utilities on City Right of Ways as Regulated by City Code Chapter 14

DEFINITIONS

All definitions are as defined in City Code, Chapter 14, Sect. 14.03.

GENERAL

I. Except as otherwise permitted, utility construction and relocation on City roadway right of way shall not be commenced until the Right of Way User is registered with the City and an application for a Permit has been made and such Permit granted. The Permit sketch shall show the location of the proposed utility with reference to City roadway center line. A copy of the sketch shall be provided for each copy of such Permit.

II. Burning or disking operations and/or the use of chemicals to control or kill trees, brush, and other vegetation is prohibited without prior approval from the City Engineer.

III. All waterways and lines of drainage shall remain operative.

IV. Wherever topsoil and sod are disturbed they shall be replaced and maintained satisfactorily until the turf is established.

V. The utility facility and installation shall not interfere with any existing utility facilities on the City roadway right of way.

VI. When necessary, barricades, warning devices and flagmen shall be provided by the Right of Way User during all phases of their construction and maintenance operations on City roadway right of way in accordance with the most current City and MnDOT traffic regulations and traffic control guidelines.

VII. At the time of construction of the utility and at the times of subsequent maintenance, prior approval shall be obtained from the City Engineer for the cutting and trimming of trees within the City roadway right of way. Wherever trees are cut the resulting stumps shall be removed unless otherwise provided in the Special Provisions of the Permit. Any holes caused by stump removal shall be backfilled, the area leveled and all materials associated therewith disposed of outside the City roadway right of way. The Right of Way User shall advise the City Engineer at least 48 hours in advance of its intent to start clearing and grubbing operations so that proper supervision can be provided.

VIII. The Right of Way User shall notify the City Engineer of its intent to perform service and maintenance operations which will interfere with the flow of traffic on City streets, and shall obtain his/her approval prior to performing such operations. However, the Right of Way User may perform service and maintenance operations on City streets including opening and disturbing the surface of the right of way without prior approval in those instances where an emergency exists that is dangerous to the life or safety of the public and which requires immediate repair as set forth in the City Code, Chapter 14, Sec. 14.20. The Right of Way User shall take all necessary and reasonable safety measures to protect the traveling public and shall notify the City Engineer at the earliest possible moment.

IX. If at any time the City of Red Wing shall deem it necessary to make any improvement on all or any part of the right of way of the City roadway which affects a utility located on City right of way, then the City shall provide notice in accordance with City Code, Chapter 14, Sec. 14.24, Subd. 5.

The utility owner's responsibilities for relocation are also set forth in the City Code, Chapter 14.

X. By accepting a permit, a permittee agrees to defend and indemnify the City in accordance with the provisions of Minnesota Rule 7819.1250.

XI. The City Council may require the Utility, or its contractor, to furnish a construction performance bond as defined in City Code, Chapter 14, Sec. 14.03, for any expenses incurred by the City in the repairing of damages to any portion of the City roadway right of way caused by work performed under the permit, including expenses for any out of the ordinary engineering supervision and inspection provided by the City. In those instances wherein a construction performance bond is required, the amount of the bond shall be specified in the Special Provisions of the Permit.

XII. The Permit as issued does not in any way imply an easement on private property. It is the permittee's sole responsibility to insure that no work is performed on private property without the proper easements and/or agreements.

XIII. The installations shall be made in conformity with all applicable laws, regulations and codes covering said installations. All installations shall be made in conformity with regulations of governmental agencies for the protection of the public.

XIV. Upon completion of an installation, the Utility shall restore the City roadway right of way to its original condition as set forth in the City Code, Chapter 14, Sec. 14.13. The Utility shall then notify the City's Engineering Department of the completion of the work so that inspection can be made to determine its acceptability as set forth in the City Code, Chapter 14, Sec. 14.19.

XV. Within ninety (90) days following completion of any work pursuant to a permit, the permittee shall provide the City's Engineering Department accurate maps and drawings certifying the "as-built" location of all facilities installed, owned and maintained by the permittee. Such maps and drawings shall include the horizontal and vertical location of all facilities and shall be provided consistent with the City's electronic mapping system, when practical or as a condition imposed by the Engineering Department. Failure to provide maps and drawings pursuant to this subsection shall be grounds for revoking the permit holder's registration.

AERIAL

I. There shall be only a single pole line on the City roadway right of way on either side of the center line thereof.

II. Longitudinal installations on City roadways shall normally be located on the right of way line. At crossings of the City roadway, poles shall be placed on right of way lines.

III. The location of all brace poles, anchors and anchor poles within the limits of the City right of way shall be approved by the City Engineer.

IV. In those instances in which a Right of Way User is issued a Permit or Permits for construction on both sides of the City roadway right of way in a given area, such Permit is conditioned upon the Right of Way User subsequently providing

joint use to other Right of Way Users upon reasonable terms mutually agreeable to the Right of Way Users.

UNDERGROUND

I. All crossings of the roadbeds of the City roadways shall be made by boring inside a casing or carrier pipe, or by jacking, unless this procedure is modified in the Special Provisions of the Permit. The auger shall not lead the casing or carrier pipe by more than one inch. Open trenching shall be restricted to the area from 5 feet beyond the surfaced roadway to the right of way line except as modified in the Special Provisions of the Permit.

II. When pipes with bells or flanges are installed, the crossings of the roadbeds of the City roadway shall be made by boring inside a conduit as provided in paragraph I of this section or jacking a conduit of sufficient diameter to permit threading the carrier pipe through it.

III. All voids caused by jacking or boring shall be filled by pressure grouting. The grout material shall consist of a sand-cement slurry of at least two sacks of cement per cubic yard and a minimum of water to assure satisfactory placement.

IV. The underground utilities shall be so installed as virtually to preclude any necessity for disturbing the roadbeds to perform maintenance operations.

V. Underground installations shall be accomplished without damaging or destroying the principle root structure of specimen trees.

VI. All future locating (“Gopher State One Call” system) of underground facilities installed under this Permit shall be the responsibility of the utility owner. The City will not be responsible for locating and mapping facilities not owned by the City of Red Wing.

LOCATION SKETCH, OR ATTACH PROPOSED CONSTRUCTION DRAWING

Show location of proposed facility in relation to the center line of the City roadway and other pertinent features such as right of way line, curb line, sidewalk line, edge of surfacing, etc., as set forth in City Code, Chapter 14.

CITY OF RED WING
ENGINEERING DEPARTMENT

Utility Permit

Company Project No. _____
Roadway _____

In accordance with the application herein, a Utility Permit is granted to _____
to place, construct and thereafter maintain _____
on or across, or under the right of way of _____
in the location shown on the sketch which is a part of said application or in such location as may be specified by the City
Engineer in the Special Provisions hereof.

SPECIAL PROVISIONS:

Approved _____
(date)

By _____
Engineering Representative

Permit No. _____
Construction Performance Bond Requirements:

