



APPLICATION FOR UTILITY PERMIT ON COUNTY HIGHWAY RIGHT OF WAY

CARVER COUNTY PUBLIC WORKS DIVISION
11360 Highway 212, Suite 1, Cologne, MN 55322
Phone - (952) 466-5200 FAX - (952) 466-5223

Permit No.

Permit Fee \$200.00 + \$200 Per addtl. Mile
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CSAH/CR

Applicant	Address	Phone
		Email
Name of Contractor	Address	Phone
		Email
Contact Person	Phone	Email
Nature of Work		County Roads Involved
Location (Dimensions, side of roadway, etc.)		Section Range TWP
Size and type of Structure (Show Elevation Detail of Proposed Work)		
Work to Start On (date)	Duration of Work	Will work effect traveled lane or shoulder? <input type="checkbox"/> No <input type="checkbox"/> Yes
(No work allowed prior to permit being approved.)		If Yes, a detailed traffic control plan must be submitted along with an separate Obstruction Permit Application.

Attach detailed site drawing showing dimensions from Right-of-Way and proposed improvements

(I) (We) the undersigned, hereby apply for a permit from Carver County for the above. (I) (We) understand and accept the terms and conditions of the regulations of the Commissioner of Transportation and that the approval of the County must be obtained for issuance of this permit. On completion of the installation, persons doing such work must notify the Carver County Highway Department that work has been completed and is ready for inspection. The applicant shall also comply with the regulations of all other governmental agencies.

Date	Applicant's Signature
Date	Contractor's Signature

Utility Permit Authorization -- Subject to Special Provisions and Permit Requirements and Acknowledgements

In accordance with this application an Utility Permit is granted to the applicant to place, construct, and "thereafter maintain" on, or across, or under the Right-of-Way of the above described Right-of-Way and in the location as shown by the above application with the attached conditions and requirements:

The excavation, backfilling, patching and restoration, and all other work performed in the right-of-way shall be done in conformance with Minnesota Rules 7819.1100, 7819.5000 and 7819.5100 and shall conform to MnDOT standard specifications and other applicable local requirements, in so far as they are not inconsistent with the Minn. Stat. § 237.162 and 237.163.

Date	Authorized Signature for Carver County
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PERMIT REQUIREMENTS AND ACKNOWLEDGEMENTS

(Note: Allow up to 2 weeks for processing. An incomplete application will delay processing.)

1. Print clearly in ink or type the application. Be sure to **sign both** this instruction sheet and the application form at the bottom. Submit the original **digital forms** only, faxed or mailed paper copies will not be accepted.
2. Complete each item on the application. If an item does not apply, print "N/A" in the blank.
3. No foreign material such as fill, aggregate, rock, or bituminous material, etc. shall be stored or deposited on the roadway during the work. If any material is tracked onto the roadway, it must be removed immediately.
4. Any debris, surplus material, etc. generated due to the work must be removed from the County right-of-way within 24 hours.
5. At least 48 hours prior to start of any work, the permittee shall notify the Carver County Public Works Department at 952-466-5200. Within 5 days after completion, the permittee shall notify the Carver County Engineering Department for final inspection.
6. If the permittee intends to alter or remove any signs within County right-of-way he shall notify Public Works Transportation Operations at 952-466-5200 at least 48 hours in advance, and shall obtain his approval prior to performing such operations. The permittee shall take necessary and reasonable measures to protect or avoid such signs and shall install an approved temporary sign if required by Carver County.
7. No changes or alterations to this permit may be made at any time without written permission from the Carver County Public Works Department.
8. For the safety of the traveling public and for the safety of those working in the right-of-way, barricades, warning devices and flagmen shall be provided by the contractor during all phases of their construction and maintenance operations on county highway right of way. The design, layout, and placement of all signs, barricades, and other warning devices shall conform to the current Minnesota Manual on Uniform Traffic Control Device's "Temporary Traffic Control Zone Layouts Field Manual".
9. For rural accesses, the side slopes shall not exceed 6:1 (17%) within the County right-of-way.
10. For new residential accesses, swing-away mailboxes are required (see attachment to residential access permits)
11. All disturbed turf areas shall be stabilized (i.e. seeding, sod, erosion control blanket, etc.) with the proper sediment/erosion control devices, including temporary erosion/sediment control as needed within 7 days and maintained until the new turf is established. All work shall be in compliance with local, state and federal regulations.
12. In the event that the construction has not been completed within one year of the permit approval date, this permit becomes null and void.
13. It is the responsibility of the excavator to notify Gopher State One Call for utility locations for any excavation being performed within the County right-of-way and to obtain all other necessary permits.
14. No work under this application is to begin until the application is approved, and the permit issued, unless permission has been granted by the Carver County Public Works Department.
15. Any party working within the County right-of-way under this permit shall have a copy of the approved permit on site. Any party working in the County right-of-way without County approval or without a copy of the approved permit may be required to vacate the right-of-way and/or stop work immediately.
16. If a utility owner discontinues use of an above ground or underground utility facility in a County right-of-way, the utility owner shall remove said facility entirely within thirty (30) days of the discontinuance, unless the County grants written approval for an extension of time. All removals of discontinued utility facilities shall include, the removal of any mains, cables, conduits, direct lines, switches, foundations, and related equipment, unless the County grants other written approval. The County may require abandoned and out-of-service pipes and appurtenant facilities such as manholes and pull boxes, to be filled-in or removed by the utility owner at any time. The utility owner shall bear all costs and expenses related to said removals. The utility owner must maintain a permanent record of information for its facilities and must provide that information to the County in compliance with Minnesota law and rules, including but not limited to Minnesota Rules 7819.4100, Subp. 2 and 7560.0125.

The County may impose a penalty consistent with the County's fee schedule on any utility owner when the untimely removal of its discontinued or abandoned utility facilities and equipment causes unreasonable delays in construction.

I/We agree to all of the above requirements. All work performed will be to the satisfaction of the Carver County Public Works Division.

Dated: _____

Applicant's Signature: _____

[Click here to email application and attach maps/plans, if required](#)