



PERMIT APPLICATION FOR UTILITY CONSTRUCTION

2415 Wilshire Blvd
Mound, MN 55364
Office # 952-472-0603
Fax # 952-472-0620

PERMIT # _____

CODE TO: 101-32270

START DATE: _____

COMPLETION DATE: _____

PERMIT FEE: \$100.00

SUBMIT TWO (2) COPIES OF ENGINEERING DRAWINGS FOLDED TO 8 1/2" x 11". ONE (1) DRAWING WILL BE RETURNED TO YOU. CONTRACTOR MUST MAINTAIN A 5' RADIUS AROUND CITY UTILITIES, HYDRANTS AND STRUCTURES.

Property Owner:

Name: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Alternate Phone # _____

Applicant/Contractor:

Company Name: _____ Phone # _____

Address: _____ City: _____ State: _____ Zip Code: _____

Contact Name: _____ Phone# _____ Email: _____

ADDRESS OF WORK: _____

DESCRIPTION OF WORK: _____

TYPE OF SURFACE TO BE DISTURBED: ___ Bituminous ___ Concrete ___ Gravel ___ Sod ___

DEPTH FROM SURFACE: _____ DIMENSION OF EXCAVATION: _____

DETOUR REQUIRED: ___ Yes ___ No If yes, describe route _____

ESTIMATED START DATE: _____ ESTIMATED COMPLETION DATE: _____

The applicant does hereby acknowledge that this information is correct and agrees to conform to City of Mound Ordinances and State law regarding this construction, and further agrees to pay the permit fee and is at any time the City of Mound shall make any improvements in any part of the right-of way which affects the utility, then the owner of the utility agrees to alter, change, move, vacate or remove said utility to conform with such City improvements at the sole expense of the utility company.

APPLICANT

Company: _____ Date: _____

Address (if not above): _____

Print Name: _____ Signature: _____

OFFICE USE

___ Approved ___ Denied

Initials: _____

Date: _____

NOTICE OF WORK COMPLETION

We advise that all work, including restoration, authorized under this permit was completed on _____ and is ready for final inspection.

Applicant Representative: _____
(Print Name) (Signature)

This page must be faxed to Public Works at 952-472-0620 or mailed within 24 hours of work completion.

REQUIREMENTS FOR WORKING IN THE PUBLIC RIGHT-OF-WAY

1. As part of the application, the applicant shall submit 2 drawings of the proposed construction, detailing locations, dimensions, details, etc. One copy will be mailed back once the application has been approved/denied.
2. It is the applicant's responsibility to contact **Gopher State One** at **651-454-0002**.
3. Must maintain a 5' radius around City utilities, hydrants and structures.
4. Public Utility Companies such as Centerpoint Energy and Xcel Energy will be billed for permits on a monthly basis. All other contractors must submit the permit fee at the time of application, or within 24 hours of faxing the application.

RULES PERTAINING TO STREET, ALLEY AND EASEMENT EXCAVATIONS AND OTHER PUBLIC RIGHT-OF-WAYS

SAFETY:

1. Excavations shall be properly protected and identified by barricades and flags in the daytime, red lanterns or flashing signals at night, to protect persons and traffic at all times.
2. Barricades to be erected in a manner which will provide suitable visibility in all directions.
3. Excavations must be cribbed when necessary, depending upon type of soil, in order to prevent cave-ins.
4. No guys or stays to be attached to trees on right-of-way.
5. Underground construction must be so constructed as to not harm or unnecessarily destroy the root growth of sightly or ornamental trees.

ROADWAY:

1. Installation of pipe under concrete or high type of bituminous pavements to be done by jacking or boring unless otherwise authorized by Engineer. When an installation is made by jacking or boring a pipe three inches or larger in diameter, a casing of larger dimension must be used to encase the service pipe. All bituminous opening shall be saw cut with no broken edges.
2. All back-filling must be placed in 6 inch layers and thoroughly tamped, material must be flush and even with the road surface when finally in place, unless Engineer authorizes alternate method of construction.
3. Finished surface, base and sub-base or road after excavation and back-fill, shall be at least equal in stability to finished surface, base and sub-base prior to excavation.
4. Concrete pavement to be replaced according to specifications which will be provided by the Engineer.
5. If settlement occurs or excavation caves in within one year from completion date so that replaced materials settle (bituminous mat or concrete base), same shall be restored to its original condition by the holder of this permit.
6. No pole anchors, anchors, braces, or other construction to be put in roadway shoulder except by special authorization.
7. No driving onto highway from ditch or driving on shoulders except when authorized by the Engineer, and if damage occurs, permit holder will make proper repairs.
8. No machine excavation shall be permitted except when noted in application for permit.
9. Excavations greater than four feet in width at top of trench will not be generally permitted and may be made only when expressly provided for on the permit.
10. Streets may not be closed to traffic unless expressly authorized by the permit.

LIMITATIONS:

1. No lugs shall be used on equipment traversing road which will damage the road surface.
2. Roadside shall be cleaned up after work is completed.
3. No work shall be done which will create a nuisance.
4. Within 24 hours (Saturdays, Sundays, and legal holidays excluded) the permit holder shall notify the municipality issuing the permit and when applicable, the County Engineer, that such work has been completed and is ready for final inspection.

(Rules Revised 3/99)