



City of Annandale
 PO Box K
 30 Cedar Street East
 Annandale, MN 55302
 320-274-3055
 320-274-5728 (fax)
www.annandale.mn.us

Permit # _____

APPLICATION FOR PERMIT FOR STREET CUT, PLACEMENT OF UTILITIES OR PLACING OF OBSTRUCTIONS ON PUBLIC RIGHT OF WAYS AND EARTHWORK IN EXCESS OF 50 CUBIC YARDS

Name of Applicant _____

Address of Applicant _____

Telephone (____) _____

Name of party performing work; _____

24-Hour Emergency Contact: Name _____ Telephone (____) _____

Are you and/or your contractors registered with the City of Annandale; Yes ___ No ___*

Do you and/or your contractors have an Insurance Certificate on file with City; Yes ___ No ___*

Location of proposed work; _____

Describe proposed work; _____

Attach drawing of all work proposed within Corporate Limits even if permitted by another agency.

Proposed start date; _____

Estimated time to complete work; _____

Type of facility you will be working with? Check all that apply; Gas ___ Telephone ___ Cable TV ___

Electric ___ Fiber Optic ___ Sanitary Sewer ___ Storm Sewer ___ Water ___ Curb & Gutter ___

Sidewalk/Trail ___

Size, type and or voltage of facility; _____

Are permanent obstructions proposed (See Obstruction Permit below); No ___ Yes ___*

Nature of work; New ___ Reconstruct ___ Reinforcement ___

Does project involve fill in excess of 50 CY or excavation in excess of 75CY; No ___ Yes ___*

Method of construction; Open cut ___ Trenching ___ Directional boring ___ Other _____

Type of surface(s) to be disturbed; Bituminous ___ Concrete ___ Gravel ___ Lawn ___ Trees ___

Will traveled roadway be disturbed; No ___ Yes ___*

Will detouring or lane closures be necessary; No ___ Yes ___* If yes, submit plan according to MN-MUTCD

Are lakes, wetlands or watercourses within 100 feet of work; No ___ Yes ___*

Will the work disturb more than 1 acre; No ___ Yes ___* If yes an NPDES permit is required.

Is permit for new or expanded driveway; No ___ Yes ___*

Does the driveway meet the 5-foot side yard setback; Yes ___ No ___*

Does driveway exceed 24 feet at property line; No ___ Yes ___*

Do you intend to complete all restoration at your expense; Yes ___ No ___*

Obstruction Permit

An obstruction is an object permanently installed in the Right of Way meeting one or more of the following; Not installed as joint trench on new subdivisions, Height exceeds 3 feet, Footprint exceeds 16 SF, Located closer than 10 feet from back of curb, Located closer than 60 feet from a intersecting/corner curb line, Liner underground facility with a cross sectional area exceeding 1 SF or Equipment with a underground volume of greater than 64 cubic feet.

Mitigation of obstructions. _____

Permit required? No ___ Yes ___

Special Provisions

Required Inspections; Detour ___ Erosion Control ___ Restoration ___ Final ___ None ___

Conditions of permit, or resolution of * items.

1. _____
2. _____
3. _____

General Provisions

1. Permittee is required to contact Gopher State One Call at (800) 252-1166, 48 hours prior to commencing and conduct all work in accordance with their rules.
2. Permittee agrees to conduct all work according to City Code Chapter 53, along with all references to State Statutes and Rules.
3. Permit is valid for 14 day from date of issue. Verbal extension from the Engineering Department is required.
4. Permittee shall have a copy of this permit and approved drawings on the job site at all times.
5. Permittee understands that issuance of this permit does not relieve them from obtaining approval from Wright County or MNDOT for work proposed within their jurisdiction.
6. Permittee shall contact (320) 274-3055, 24 hours in advance to schedule inspections if required in Special Provisions.
7. Permittee shall conduct all work in accordance with City of Annandale ordinances and specifications.
8. Permittee shall be responsible for establishing safety measures to protect the public from all harm until the construction is complete and for compliance with OSHA.
9. Permittee shall show on drawings, locations of all proposed facilities and any proposed temporary material or equipment storage locations.
10. Permittee shall return the Right of Way to its original condition to the satisfaction of the Engineer, and shall remove all rubbish and construction debris promptly following completion of the construction.
11. Permittee shall be responsible for maintaining all temporary construction, repairs, patches or surfacing daily, if necessary, until permanent construction is completed and approved or such maintenance will be performed by City or other forces at prevailing rates.
12. Permittee agrees to promptly pay any overtime or other cost incurred by the City, required as a result of work covered by the permit.
13. Permittee shall save and hold harmless the City of Annandale, its employees and agents from any acts arising from the construction and/or maintenance of Permittee's facilities or work covered by the permit, and take out and maintain insurance in conformance with City Code Chap.15
14. Resources; Annandale City Code
15. By accepting this permit the undersigned verifies that he/she has read and understands all of the foregoing provisions, certifies that he/she has authority to sign for and bind the Permittee and that by virtue of that signature the permittee is bound by and agrees to comply with all provisions of this permit and City of Annandale Code Chap.53 Along with all other City ordinances and State laws regulating construction.

Applicant Signature _____ Date _____
Certificate of Completion. Please note any changes to approved permit. Date _____

For City of Annandale Use

Permit Authorization Date _____ By _____
Public Works Director, Engineer or City Administrator

Permit fee required? Yes__ No__
Obstruction fee required? Yes__ No__
Earthwork fee required? Yes__ No__
Degradation fee required? Yes__ No__

Deposit required? No__ Yes__
Deposit Amount Required \$ _____ and attached hereto.
Cashiers check # _____ or Certified check # _____
This deposit made by (Name) _____
Address _____

Permit Fee	\$ _____
Obstruction Fee	\$ _____
Earthwork Fee	\$ _____
Degradation Fee	\$ _____
Total Fees	\$ _____