

**SILVER CREEK TOWNSHIP**

**PUBLIC RIGHT OF WAY  
APPLICATION & PERMIT**

**Project Location (Street Address; Street Intersection):**

**Applicant Information**

Applicant: \_\_\_\_\_ GSOC Registration # \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Work Phone# \_\_\_\_\_ 24 Hour # \_\_\_\_\_  
 Cell Phone # \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**Contractor Information**

General Contractor: \_\_\_\_\_ GSOC Registration #: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Work Phone # \_\_\_\_\_ 24 Hour # \_\_\_\_\_  
 Sub Contractor #1: \_\_\_\_\_ Work Performed: \_\_\_\_\_  
 Sub Contractor #2: \_\_\_\_\_ Work Performed: \_\_\_\_\_

**Type of Facilities**

<input type="checkbox"/> Cable TV	<input type="checkbox"/> Electric	<input type="checkbox"/> Fiber Optics	Conduit (Size & Type):
<input type="checkbox"/> Gas	<input type="checkbox"/> High Pressure	<input type="checkbox"/> Low Pressure	Cable (Size & Type):

**Work Performed**

New  Replacement  Repair  Other

**Method of Installation**

Trench  Aerial  Bore / Plow  Other (Specify)

Excavation Size	Length	Width	Depth	Total Linear Footage Installed
ROW being used:	<input type="checkbox"/> Driving Lane	<input type="checkbox"/> Shoulder	<input type="checkbox"/> Blvd	
Type of Material Impacted:	<input type="checkbox"/> Bituminous	<input type="checkbox"/> Curb & Gutter	<input type="checkbox"/> Gravel Surface	<input type="checkbox"/> Sod <input type="checkbox"/> Grass
	<input type="checkbox"/> Trees/Shrubs	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Bit. Trail	<input type="checkbox"/> Other (Specify)

Estimated Starting Date: \_\_\_\_\_ Estimated Ending Date: \_\_\_\_\_

**Certificate Of Insurance**

Please attach current Certificate of Insurance naming Silver Creek Township as an additional insured. See Silver Creek Township's Right-of-Way Permit Ordinance for additional information regarding insurance requirements.

**Construction Performance Bond / Financial Security**

Please attach construction performance bond or other financial security (cashier's check, letter of credit)

The undersigned herewith accepts the terms and conditions of this permit by Silver Creek Township as herein contained and agrees to fully comply therewith to the satisfaction of Silver Creek Township. The undersigned also declares that he/she has read, understands, and will comply with all relevant Township Ordinances and all Right of Way Regulations.

**Applicants Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

It is expressly understood that this permit is conditioned upon replacement or restoration of the roadway to its original or to a satisfactory condition. It is further understood that this permit is issued subject to the approval of the Town Board having supervision over said street or highway and subject to the applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Council and any other affected government agencies. **All legal requirements listed under "Special Provisions" to be complied with. The date when work is completed must be reported to the Silver Creek Township Clerk for final Inspection.**

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
 Town Clerk

**SILVER CREEK TOWNSHIP SPECIAL PROVISIONS FOR INSTALLATION OF UTILITIES OR UNDERGROUND CONSTRUCTION AND STREET EXCAVATION WITHIN PUBLIC RIGHT OF WAY**

1. No work under this application is to be started until application is approved and the permit is issued. Permittee shall have a copy of this permit on the job site at all times.
2. Permittee agrees to conduct all work in accordance with Silver Creek Township Ordinances, including but not limited to the Right-of-Way Management Ordinance, Township specifications, and all applicable laws and standards.
3. Notify Sheriff, Fire, and Town Clerk at least 24 hours in advance prior to street closures.
4. Where work on the traveled roadway is necessary, traffic must be protected and all traffic control devices and road closures shall be in accordance with the Minnesota Manual of Uniform Traffic Control Devices (MN MUTCD).
5. Excavations must be cribbed when necessary depending on type of soil in order to prevent cave-ins.
  - a. No undermining of streets, curbs, bituminous trails, and/or sidewalks (except for boring) will be allowed.
6. Underground construction must be so constructed as not to harm or unnecessarily destroy the root growth of adjacent or ornamental trees.
7. Turf, sodded area will be sodded and other areas can be seeded. It is the permit holder's responsibility to maintain the sod/seed. 4" of topsoil is required.
8. No trenching across surfaced roadways, unless it can be demonstrated to the Town Engineer that no reasonable alternative exists.
9. All back filling must be placed in 6-inch layers and thoroughly tamped, unless otherwise directed and material must be flush and even with the road surface when finally in place. No rock, unstable soil, or bituminous material shall be returned to the back-filled trench.
10. Finished surface, base, and sub-base, of road after excavation and back-fill, shall be at least equal in stability to finished surface, base, and sub-base prior to excavation. A minimum 6" class 5 gravel base material shall be placed at the upper surface of the excavated trench unless otherwise directed.
11. Bituminous and gravel surfaces shall be replaced according to Township specifications.
12. If settlement occurs or excavation caves-in within one year from completion date, it shall be restored to its original condition by the holder of this permit.
13. No pole anchors, anchors, braces, or other construction shall be placed on roadway shoulder except by special authorization.
14. No driving onto highway from ditch, or driving on shoulders, is authorized except when noted in application for permit.
15. Streets may not be closed to traffic unless expressly authorized by the permit and necessary notifications have been made.
16. No lugs shall be used on equipment traversing roadways, which will damage the road surface.
17. Roadside and/or site shall be cleaned up after work is completed. Any disturbed areas will be restored to existing conditions or better.
18. Within 24 hours, and during normal working hours, (no permits for any type of excavation on public property will be issued for construction on Saturday, Sunday or legal holidays, except for emergency repairs) the permit holder shall notify the Town Clerk that such work has been completed and is ready for final inspection.
19. No street excavation shall be allowed between November 15<sup>th</sup> and May 15<sup>th</sup>, except for emergencies.
20. Permittee agrees to promptly pay any additional Township costs incurred (over and above the initial permit fees) should issues arise during the performance of the work. Permittee further acknowledges and agrees that Silver Creek Township shall draw on the Performance Bond (or other financial security) if charges are not promptly paid.
21. Permittee is required to contact Gopher State One Call at [www.gopherstateonecall.org](http://www.gopherstateonecall.org) or call 811 or (800) 252-1166, 48 hours prior to commencing and conducting all work in accordance with their rules.
22. Permittee shall comply with all requirements of local, state and federal laws, including but not limited to Minnesota Statutes, Section 216D.01-.09 (Gopher One Call Excavation Notice System) and Minnesota Rules Chapter 7560. A Permittee shall perform all work in conformance with all applicable codes and established rules and regulations, and is responsible for all work done in the right-of-way pursuant to its permit, regardless of who does the work.
23. Permittee shall have a copy of this permit and approved drawings on the job site at all times.

24. Permit is valid for 14 days from date issue unless a written extension from the Road Maintenance Supervisor is obtained.
25. Permittee understands that issuance of this permit does not relieve them from obtaining approval from Wright County or MNDOT for work proposed in their jurisdiction.
26. 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.
27. Permittee shall show on drawings, locations of all proposed facilities and any proposed temporary material or equipment storage locations.
28. Permittee shall return the Right of Way to its original condition to the satisfaction of the Road Maintenance Supervisor and shall remove all rubbish and construction debris promptly following completion of the construction.
29. Permittee understands that any obstruction permanently installed in the Right of way may require establishing a License Agreement with the Township.
30. 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 the Township or other forces at prevailing rates at Permittee's expense.
31. Permittee agrees to promptly pay any overtime or other costs incurred by the Township, required as a result of worked covered by the permit.
32. By registering with the township, or by accepting a permit under this ordinance, a registrant or permittee agrees to defend and indemnify the township in accordance with the provisions of Minnesota Rule 7819.1250.
33. By accepting this permit the undersigned verifies the he/she has read and understands all the foregoing provisions, certifies that he/she has authority to sign for and bind the Permittee and that virtue of that signature the Permittee is bound by and agrees to comply with all provisions of this permit along with all other Township ordinances and State laws regulating construction.

**FEE SCHEDULE:**

One Time Registration Fee - \$ 0

Permit Fee - \$ 0