



**RIGHT OF WAY/UTILITY WORK PERMIT
CLEAR LAKE TOWNSHIP
P.O. BOX 305, CLEAR LAKE, MN 55319
PHONE: (320) 743-2472
Email: clearlaketwp@hotmail.com**

OFFICE USE ONLY	
PERMIT FEE REQUIRED: \$100.00	PAID \$ _____ CK#: _____ DATE: ____/____/____
TYPE OF PERFORMANCE BOND _____	AMOUNT \$ _____

Applicant or Utility: Address: Street: City: Zip:		Phone: Email:
Township Road No.: _____ Address of work site:		
Description of work start and endpoints:		
Sub Contractor: Contact Person:	Phone: Phone:	Name of Section:
Type of Utility: ___Cable ___Electric ___Gas ___Phone Other _____	Will traffic be obstructed? ___Yes ___No	
Type of Construction: ___New ___Repair ___Service Other _____	Lane closure or detour? ___Yes ___No	
Method of Construction: ___Overhead (Clearance to Township Road 20')	Will roadbed be disturbed? ___Yes ___No	
___Open Cut/Hole ___Trenchless ___Proposed Depth Other _____	ROW obstructions installed? ___Yes ___No	
___Township Road Boring (60" minimum)	If yes to any above call 320-743-2472	
Projected Start date:	Expected 70% Turf Established Date:	

GENERAL INFORMATION

- **A DAMAGE DEPOSIT IN THE AMOUNT OF \$1,000.00 MUST BE SUBMITTED TO THE CLEAR LAKE TOWNSHIP PRIOR TO BEGINNING THE CONSTRUCTION WORK.**
- **It is the responsibility of applicant** to contact Gopher One for utility locations prior to beginning construction work.
- **The authority to grant and regulate this permit** with any special conditions are subject to the provisions established by Minnesota State Statute and Minnesota Administrative Rules.
- **An approved permit** allows the applicant to perform work within the limits of a Township Right-of-Way. It shall be obtained prior to work being performed.
- **A copy of this permit shall be present whenever work is performed.**
- **Each application for a permit must be submitted in triplicate accompanied by drawings (3)** indicating the location of the proposed utility with reference to the township centerline and right-of-way line. In some cases additional drawings and/or text may be required to describe the proposal.
- **The research, determination, and verification of the actual extents of the Township Right-of-Way** are the sole burden and responsibility of the applicant. All work performed outside the Township Right-of-Way must be coordinated with any and all affected land owners.
- **Per Minnesota Administrative Rule 7819.1250**, the Township of Clear Lake, its officials and employees shall be held harmless from any damages, interruption of services, loss of business or other pecuniary losses arising from granting of the permit or from the applicant's lack of research, determination and verification of the actual extent of the Township Right-of-Way.
- **Temporary traffic control zones shall be established per the Minnesota Manual on Uniform Traffic Control Devices for any** construction or occupation of the travel lanes of a roadway that impacts the normal flow of traffic. Proposed detours must be approved.
- **Any private utility is the responsibility of the owner.** The owner is responsible to register the utility with GOPHER ONE. Any damage to an unlocated private utility during construction by a permitted utility is the responsibility of the owner.



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SPECIAL CONDITIONS

TRESPASS/LIABILITY

This permit allows the applicant to perform work within the limits of the Township Right-Of-Way. The research, determination and verification of the actual extents of the Township right-Of-Way is the sole burden and responsibility of the applicant. All work performed outside the Township Right-Of-Way must be coordinated with any and all affected land owners. In no event will Clear Lake Township be liable for any damages, including loss of business, lost profits, business interruption or other pecuniary loss that might arise from the applicant's lack of research determination and verification of the actual extents of the Township Right-Of-Way.

TRAFFIC CONTROL

1. Detours
 - a. Detailed detour layouts shall be submitted to the Township for approval.
 - b. It shall be the responsibility of the applicant to notify Clear Lake Township central communications, local government bodies and any affected bus companies 48 hours prior to any road closures/detours.
 - c. Immediately upon completion of work & all detours, posts, barricades and signs shall be removed from the right of way.
2. Traffic Control Devices
 - a. All traffic control devices, barricades, flashers, cones, flagmen, etc. shall be furnished by the applicant and shall be in accordance with the most recent edition of the Minnesota Manual on Uniform Traffic Control Devices (MN MUTCD) and Temporary Traffic Control Zone Layouts (TTC) of the same manual.
 - b. Category III Type F (i.e. "Jersey" type) barriers are required with all holes, trenches and excavations in accordance with the MN MUTCD.

CONSTRUCTION REQUIREMENTS

1. Open cutting of bituminous or concrete surfaced roads will be allowed only at the discretion the Clear Lake Township.
2. Neither supplies nor excavated materials shall be placed on the bituminous or concrete surface at any time.
3. No holes, trenches or excavations will be allowed to remain open overnight, without safety devices.
4. Materials removed from the trench shall be used as backfill insofar as they are suitable. All backfill material shall conform to MnDOT specifications for compaction. The use of heavy equipment on top of trench, slapping with backhoe bucket and/or back casting to achieve compaction is prohibited. The applicant at no expense to the Township shall furnish any additional material required to back fill to the original grade. All the base and surface courses damaged during construction operations shall be restored to a condition equal to or better than before operations began. The applicant shall be responsible for and restore any settlement.
5. All culverts, ditches, shoulders and back slopes shall be restored to their original condition unless otherwise directed by the Township. Shoulders, which have been previously constructed or reconstructed with special materials, shall be replaced in kind. Restoration of signs, guardrails, guard posts, etc., is the sole responsibility of the applicant and shall be restored to their original Township condition.
6. All roadway maintenance required within the limits of the utility project that is related to the applicant's activities shall be the sole responsibility of the applicant for 1 year after completion of the project. Upon completion of the restoration work and turf establishment, the applicant shall request a final inspection by the Township. The Township's approved completion date shall be the starting date of the applicant's 1-year responsibility.
7. Erosion control is required to prevent silts/sands/gravels, during a rain event(s), from leaving the Township right-of-way and entering private property, wetlands, Township ditches or any waters of the state; during the construction process. All erosion repairs and turf restoration will be the responsibility of the applicant or the applicant's contractor prior to final inspection and approval.

HORIZONTAL BORING AND JACKING

1. Regardless of the method of construction for crossing a Township road, the minimum depth from the road surface is always 60 inches and can be accomplished by directional boring, pneumatic gopher or jacking.
2. All crossing of Township maintained roadbeds shall be made by boring inside a casing or carrier pipe or by jacking unless otherwise directed by the Township. The auger shall lag the casing or carrier pipe by at least 6 inches whenever possible and never lead the carrier pipe by more than 1 inch.



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SPECIAL CONDITIONS (Continued)

BITUMINOUS RESTORATION

1. The locations and dimensions of all openings to be made in the bituminous surface shall be approved by the Township prior to any cutting or any surface opening operations.
2. All openings in bituminous surfaces shall be cut in a straight line with sides smooth and vertical. No ragged edges will be permitted. Cutting shall be done with a concrete saw.
3. All necessary dust control operations shall be carried out by the applicant at no expense to Clear Lake Township.
4. The minimum requirement for sub-grade replacement shall be the upper 12 inches of material and shall meet MnDOT specifications for Class 5 placed in 6-inch layers compacted to 100 percent of standard density at the optimum moisture content.
5. Manhole castings, gate valves boxes & other utility structures shall be set one-quarter inch below the top of the finished surface.
6. Bituminous tack coat materials and application thereof shall conform to MnDOT specification 2357.
7. All bituminous surfacing shall be placed immediately after the base course is compacted. All bituminous surfacing shall be machine paved. Any exceptions must be approved by the Township. Bituminous surfacing shall be replaced to original pavement depth or to a minimum of six (6) inches of bituminous, whichever is greater, and must be placed in lifts not exceeding three (3) inches. All surface restoration regardless of size shall conform to existing grading.
8. Any unnecessary or negligent damage to bituminous surface in conjunction with the installation and/or repair of a utility shall be cut out and replaced in kind as directed by Clear Lake Township.

CONCRETE RESTORATION

1. Curb and gutter, sidewalks and driveways shall be restored in accordance with MnDOT specifications 2531 and 2521.



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AUTHORIZATION OF PERMIT

BY SIGNATURE the applicant and/or its agent agree to accept and comply with all conditions and provisions for the installation of facilities and responsibility for the restoration of Township right-of-way as established by Minnesota State Statute, Minnesota Administrative Rules and Clear Lake Township. All modifications and/or adjustments to existing facilities caused by roadway improvements, utility improvements, utility failures, etc. shall be born solely by the utility owner with no compensation by Clear Lake Township. Failure to adhere to these provisions is grounds for revocation of the permit.

Applicant's Signature _____ **Print Name:** _____

Telephone No. _____ **Cell No.** _____

Date: ____/____/____ **E-Mail Address:** _____

If the permit is submitted because of an emergency, please list the date of the emergency and the Township Road. Describe the emergency and give any pertinent details:

Authorization: _____ **Date:** ____/____/____

Final Inspection: _____ **Date:** ____/____/____

AFTER ALL WORK & 70% TURF ESTABLISHMENT – SIGN, DATE & RETURN

Return To:

**Clear Lake Township
 P.O. Box 305
 Clear Lake, MN 55319**

Date Completed: ____/____/____

Name of Applicant: _____