



INSTALLATION OF UTILITIES FOR UNDERGROUND CONSTRUCTION AND STREET EXCAVATION PERMIT APPLICATION

City of Lino Lakes
600 Town Center Parkway
Lino Lakes, Minnesota 55014-118
Building Department: 651-982-2420
Fax: 651-982-2499
building@linolakes.us

Utility Owner	Contact Person	Telephone Number
Electric _____	_____	_____
Gas _____	_____	_____
Telephone _____	_____	_____
Other _____	_____	_____

Installer _____	Project Coordinator _____
Address _____ Suite # _____	
City _____	State _____ Zip _____
E-mail _____	Phone Number _____

CONSTRUCTION INFORMATION

Site Address: _____

<p>Type of Construction: <input type="checkbox"/> Overhead <input type="checkbox"/> Underground</p> <p>Property type: Commercial</p> <p>Activity: <input type="checkbox"/> New Construction <input type="checkbox"/> Repair</p> <p>Residential Service _____</p> <p>Main Line _____</p> <p>Method of Installation: <input type="checkbox"/> Plow <input type="checkbox"/> Trench <input type="checkbox"/> Bore</p> <p>Length of Trench: _____</p> <p>Depth from Surface: _____</p> <p>Dimension of Excavation: _____</p>	<p>Type of Surface being disturbed:</p> <p><input type="checkbox"/> Concrete</p> <p><input type="checkbox"/> Bituminous</p> <p><input type="checkbox"/> Gravel</p> <p><input type="checkbox"/> Sod</p> <p><input type="checkbox"/> Other</p> <p>Excavation will be on:</p> <p><input type="checkbox"/> City Right of Way</p> <p><input type="checkbox"/> Private Property</p> <p><input type="checkbox"/> County Right of Way</p>	<p>Start Date: _____</p> <p>Completion Date: _____</p> <p>Will Detour be required? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, describe route: _____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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I hereby acknowledge that this information is correct and that I agree to conform to City Ordinances and State law regarding this construction, and further agree to pay the permit fee. If at any time the City 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 to such City improvements at the sole cost of the Utility company.

Applicant Signature _____
Date

OFFICE USE ONLY

Fees:	(See Attached Fee Schedule)
Excavation Hole \$125.00: _____	Obstruction Fee \$50.00 + .05/LF: _____
Trench \$70.00 per 100 LF: _____	Permit Extension Fee \$55.00: _____
Degradation Fee: _____	
Project assigned address: _____	
Total fees: _____	Approved by: _____ Permit # _____

**FEE SCHEDULE INSTALLATION OF UTILITIES
FOR UNDERGROUND CONSTRUCTION AND STREET EXCAVATION**

Excavation Permit Fees

Hole (includes administration, plan review, inspection, testing and mapping)..... \$125.00
Trench (includes administration, plan review, inspection, testing & mapping).....\$70.00 per 100
lineal feet plus hole fee

Obstruction Permit Fee (includes administration, recording, review & inspection) ...\$50.00 plus \$.05
per lineal foot

Permit Extension Fee (includes administration, recording & review).....\$55.00

Delay Penalty \$60.00 for up to three
days of non-completion and non-prior notice before specified date.
After three days an additional charge of \$10.00 per day will be levied.

Degradation Fee Formula:

This formula covers degradation for depreciation caused by intrusion into the right-of-way. The depreciation applies to the original surface of the right-of-way and to the overlays and seal-coats applied to the surface. The formula includes life expectancy schedules for each and has an estimated cost per square yard based on the quality of the right-of-way surface required for different levels of traffic. This formula creates a degradation fee which is determined by the cost per square yard for street, overlay, and seal-coat, multiplied by the depreciation schedule, multiplied by the area of the street patch.

Degradation Fee: (cost per square yard for street overlay, and seal-coat x depreciation schedule rates) x area of street patch = degradation fee.

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

SAFETY

1. Notify Police, Fire, City Water and Street Departments at least 24 hours in advance except in the case of emergencies prior to construction or street closing, including all Utility Companies Public and Private
2. 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
3. Barricades to be erected in a manner which will provide suitable visibility in all directions
4. Excavations must be cribbed when necessary, depending upon type of soil in order prevent cave-ins.
5. No guys or stays to be attached to trees on right-of-way.
6. Underground construction must be so constructed as not to harm or unnecessarily destroy the root growth of slightly or ornamental trees.

ROADWAY

1. Installation of utilities under concrete or 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.
2. All back-filling must be placed in 6-inch layers and thoroughly tamped, and material must be flush and even with the road surface when finally in place, unless Engineer authorizes alternate method of construction. No rock, unstable soil, or bituminous material shall be returned to the backfilled trench.
3. 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 material and back-change the permit applicant.
4. Concrete pavement to be replaced according to MnDOT specifications which may be amended by the City. Bituminous material to be replaced according to MnDOT specifications.
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. Excavations greater than four feet in width at top of trench will not be generally permitted and may be made only when expressly provided on the permit.
7. Streets may not be closed to traffic unless expressly authorized by the permit and necessary notifications have been made

LIMITATIONS

1. No lugs shall be used on equipment traversing road which will damage the road surface.
2. Roadside and/or site shall be cleaned up after work is completed.
3. No work shall be done which will create a nuisance.
4. Within 24 hour, (Saturdays, Sundays & legal holidays excluded) the permit holder shall notify the City Engineer or their representative issuing the permit and, when applicable, the County Engineer, that such work has been completed and is ready for final inspection.
5. No Street excavations shall be allowed after November 15th of said year except for emergencies.