



Applicant _____
Email _____
Phone _____
Contact Name _____
Email _____
Cell _____
Subcontractor _____

General Utility

Check Payment Type

Prepaid Invoiced
 No Charge

Property Owner _____
Property Owner 2 _____
Address - Location _____
Lot _____ Block _____
Subd _____
Pin # _____
Addl Details _____

Payment Notes _____

Office Use Only
Permit is Valid _____
to _____
Permit # _____
Payment: _____
Invoiced: _____

Work to begin on/after _____

Work to be completed by _____

Describe Work to be Performed:

Installation Methods Open Trench Boring Jacking Other: _____

Installation Materials _____ Plastic Pipe _____ Fiber Optic _____ Coaxial Cable
_____ Copper Plastic Gas _____ Copper Wire Other: _____

Installation Size _____ Width/Diameter _____ Length of Installation _____ Depth

Installation Purpose New Installation Replacement Repair

Restoration Areas Curb & Gutter Sidewalk Roadway Boulevard/Vegetation

Permit Issuance - Information contained herein and attached to Permit is subject to field verification by others

Contractors Signature _____ Date: _____

City Signature _____ Date: _____

Notes: City reserves the right to revoke the permit at any time.

Owner, Applicant, Contractor hereby agrees to comply with the ordinances of the City of Rochester and the engineering standards of the Public Works Department, regulations of the State of Minnesota and the Federal Government and also agrees to the additional requirements/regulations, noted on page 2 of this permit, and is responsible for signing per MN MUTCD ADA Compliant.

RECEIPT

Permit Date: _____ Vendor # _____

Permit Fee: _____ requested permit via on _____

Inspections: _____



CITY OF ROCHESTER RIGHT OF WAY PERMIT REGULATIONS

The following regulations apply to and are conditions of the permit issued as a result of this application.

General

1. The permit is revocable in nature. If the City shall make any improvements or change on all or part of its ROW which impacts Applicant's installation, then and in every case the applicant herein named shall, after notice from the City or its authorized agents, proceed to alter, change, vacate or remove from ROW said installation necessary to conform with said changes. Any work performed by the Applicant as a result of City's ROW-modification shall be at Applicant's sole cost and expense.
2. The Applicant shall assume all liability for, and save the City, its agents and employees, harmless from, any and all claims for damages, actions or causes of action arising out of the work to be done herein and the continuing uses by the Applicant, including but not limited to the placing, construction, reconstructing, maintaining and using of said utility under this application and permit.
3. ROW shall be swept and cleaned up after work is completed.
4. No work shall be done in such a manner as to violate City ordinances (examples include excavated soils piled in the roadway, construction materials stored in the roadway, double-parked vehicles, etc.)
5. Upon completion of all work including restoration, applicant must request final inspection by calling 507-328-2400.
6. A certified check or deposit may be required to ensure proper restoration of surfaces and to cover payment for any damage to street or public property.
7. Permittee warrants all work, including settlement of backfill, for 2 years.

Safety

1. Applicant shall erect traffic safety devices for the protection of the work and public safety following the requirements of the Manual on Uniform Traffic Control Devices (MUTCD). Permittee agrees to abide by MUTCD traffic standards.
2. Blasting is not permitted unless prior approval is given by the City.
3. Applicant must follow all OSHA safety provisions relating to excavations and trenching if applicable.
4. Prior to the start of excavation, the Contractor shall notify area utilities through the State wide Gopher One Call 800-2521166 as required by State law.

Roadway, Sidewalk, and Boulevard Replacement

1. All contractors repairing, replacing, or constructing pavements, curb & gutter, and sidewalks in the ROW must hold a valid license with the City of Rochester.
2. If a contractor's work impacts any portion of a pedestrian ramp, the pedestrian ramp must be reconstructed to ADA standards. In many cases, this requires full replacement of the pedestrian ramp at the Applicant's expense.
3. Installation of pipe under pavements shall be done by jacking or boring unless trenching is specifically permitted in the Special Provision of the Permit.
4. All backfilling and compaction shall be in accordance with current MnDOT Standard Specifications for Construction.
5. An aggregate base inspection is required prior to placement of concrete or bituminous pavements.
6. All surfaces shall be restored in accordance with [City of Rochester Standard Specification C150.311 Resurfacing and Restoration of Public and Private Property](#). The provisions requiring sod restoration of all mowed turf areas apply as well. As noted above the applicant must request a final inspection by calling 507-328-2400.
7. If pavement restoration work is not completed within 14 calendar days of underground utility installation, the street surfaces will be replaced by the Department of Public Works and charged to the Contractor at current Revised Street Opening Rates, approved by the Common Council. The contractor is responsible to maintain the gravel in the street opening until it can be permanently repaired. For patches in the winter, contractors must install temporary concrete pavement until permanent patches can be completed.
8. If settlement occurs or the excavation caves in so that replacement materials settle at any time, or if the roadway surface deteriorates or fails to serve as well as the original surface, within a period of two years after the completion of this project, it shall be repaired and replaced by the Applicant. If replacement is not completed, the street surfaces will be replaced by the Department of Public Works and charged to the Contractor at current Revised Street Opening Rates, approved by the Common Council.
9. The Applicant shall be responsible for placing sod and shall individually notify, within 3 days of placement, the adjacent property owners.

Mapping

1. Permittee agrees to provide electronic copies or hard copies of as-built information for the project to Public Works.

As Of: 01/01/2021



CITY OF ROCHESTER RIGHT OF WAY PERMIT REGULATIONS
SMALL DIAMETER UTILITY SUPPLEMENTAL

1. Utility installations shall generally be in Utility Easements (UE) or in the Right of Way (ROW), in the boulevard. The UE is the default placement unless there are other infrastructure/utility conflicts, which might demand placement in the ROW.
2. Work on private property outside of a UE is prohibited. Placing equipment or utilities outside the UE is criminal trespassing.
3. A City of Rochester Permit cannot authorize work done on or crossing property owned by the US Government, State of Minnesota, Minnesota Department of Natural Resources, County of Olmsted, or any Railroad. These properties require separate permits.
4. Hand holes, splice vaults, or other surface-level accoutrements shall not be placed in paved areas such as roadways, curb lines, sidewalks, trails, paved boulevards, driveways, or alleys.
5. Traffic control plans shall be submitted to the Public Works to be reviewed by the City Traffic Engineer for compliance with the Minnesota Manual on Uniform Traffic Control Devices (Mn MUTCD). Requests for shifts or closures of sidewalks, trails, parking lanes, and driving lanes shall be submitted not less than 7 days before impacts. Separate obstruction permit is required with actual dates of work
6. All utility installations shall be trenchless anywhere turf is routinely maintained.
7. Punctured sewer pipes or damaged structures shall be repaired in complete sections, at the discretion of the City Engineer.
8. Damaged electrical lines shall be repaired or replaced at the discretion of Rochester Public Utilities.
9. Damaged trees or shrubs shall be replaced with a species/variety at the City Forester's discretion.
10. Tree protection required following City of Rochester Detail Plate 05-03.

As Of: 03/17/2021

