



# RIGHT OF WAY (ROW) & SIDEWALK PERMIT APPLICATION

*Permits required: The city requires a permit for any activity that disrupts traffic, restricts access or modifies any infrastructure within the right of way, or for any private use of the public right of way. Such activities include replacement of or modifications to driveways/sidewalks and block parties. Utility and construction companies are required to obtain permits for all work within the right of way.*

For Office Use Only	
Fee:	\$75.00
Received by:	
Payment Type:	
Date:	
Permit #:	
Date Requested:	

Site Address:											
Location (to and from):											
Project Description and Type of Construction:											
Applicant:											
Address:				City:				State:		Zip:	
Contact Person:						Phone #:					
Emergency # (if different):						Email:					
Contractor (if other than applicant):						Registered as an Annual Installer: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Contact Person:						Phone #:					
Emergency # (if different):						Email:					
Type of Permit – Please Check											
<input type="checkbox"/> Emergency		<input type="checkbox"/> Excavation		<input type="checkbox"/> Obstruction/Aerial Interduct		<input type="checkbox"/> Pole Attachment		<input type="checkbox"/> Small Cell		<input type="checkbox"/> Sidewalk	
Facilities Information											
Cable TV		Traffic		Storm Sewer		Water		Conduit/Water Service (Size & Material):			
Gas		High Pressure		Low Pressure		San. Sewer					
Electric Voltage:						Storm Sewer		Cable (Size & Type):			
Telecom.		Fiber		Other:							
Purpose of Construction											
New		Replacement		Repair		Other:					
Type of Construction											
Trench		Hole		Chamber		Bore (Specify)					
Aerial		Plow (Specify):				Other:					
Construction Details											
Excavation Size:		Length:		Width:		Depth:		Total Linear Footage Installed:			
ROW being used:		Driving Lane		Parking Lane		Sidewalk		Blvd		Median	
Type of Material:		Concrete		Bituminous		Gravel		Sod		Field Grass	
Structures:		Curb & Gutter		Sidewalk		Signals		Other:			
Construction Schedule											
Estimated Start Date:						Estimated End Date:					
Working Daytime Hours (start – end times):						Weekend/After Hours Dates:					
Comments											
<input type="checkbox"/> (If this box is checked) Prior to any work being done in the ROW (including Gopher State locates,) the permit holder shall notify any affected property owners of the planned work to be done in the ROW.											
Applicant/Contractor must be registered in compliance with the Right-Of-Way Ordinance before a permit will be issued. <b>WARNING: Call Gopher State One Call before digging! – (800)252-1166   Call for ROW Inspections – (320)629-2575</b>											
Applicant Signature:								Date:			
Permit Approved By:								Date:			
<b>WITH THIS APPLICATION YOU MUST PROVIDE AN AERIAL SKETCH OF PROPOSED PROJECT, SHOWING THE DISTANCE BETWEEN PROPERTY LINES &amp; STRUCTURES.</b>											