

Haven Township
P.O. Box 339
St. Cloud, MN 56302-339
320 248-5866 (Mike Zniewski – Clerk email clerk@haventownship.org)
320-260-2959 Supervisor Kathi Sims Kosloski email kathisims@hotmail.com

Application for Right-of-Way / Utility Work Permit		
<input type="checkbox"/> Right of Way / Utility Work Permit	\$200 Application fee, plus \$35 per hour and mileage	Receipt No. _____ Date Paid _____
\$_____ Total Paid		Date of Complete Application: <i>(for office use only)</i> _____ / _____ / _____
<i>Fees are Non-Refundable</i>		

To be completed by Applicant

Applicant's Name: _____	
Applicant's Address: _____ _____	
Phone: _____	Cell Phone: _____
Email: _____	
Address of Work Site: _____	
Description of work start and endpoints: _____ _____	
Sub-Contractor: _____	Phone: _____
Contact Person: _____	Phone: _____

Type of Utility:	
<input type="checkbox"/> Cable <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Phone <input type="checkbox"/> Other: _____	
Type of Construction:	
<input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Service <input type="checkbox"/> Other: _____	
Method of Construction:	
<input type="checkbox"/> Overhead (Clearance to Town Road 20') <input type="checkbox"/> Open Cut/Hole <input type="checkbox"/> Trenchless	
<input type="checkbox"/> Proposed Depth <input type="checkbox"/> County Road Boring (60" minimum)	
<input type="checkbox"/> Other: _____	

Will traffic be obstructed? Yes No

Will roadbed be disturbed? Yes No

Lane closure or detour? Yes No

ROW obstructions installed? Yes No

Projected Start Date: _____

Expected 70% Turf Established Date: _____

GENERAL INFORMATION

The authority to grant and regulate this permit with any special conditions are subject to the provisions established by Haven Township Ordinances. Permittee agrees to comply with all township, County, State and Federal laws, rules and ordinances when working in the Town Right-of-Way.

An approved permit allows the applicant to perform work within the limits of a Town Road Right-of-Way. It shall be obtained prior to work being performed.

If required, 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 town road 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 Town Road Right-of-Way are the sole burden and responsibility of the applicant. All work performed outside the Town Road Right-of-Way must be coordinated with any and all affected land owners.

Per Minnesota Administrative Rule 7819.1250, Haven Township, 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 Town Road Right-of-Way. The permittee shall defend, indemnify and hold-harmless Haven Township from and against any and all claims of liability as provided in Rule 7819.1250.

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.

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 Town right-of-way as established by Haven Township Ordinances. 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 Haven Township. Failure to adhere to these provisions is grounds for revocation of the permit.

Applicant's Signature: _____	Date: _____
Print Name of Applicant: _____	
Telephone Number: _____	Cell Phone: _____
Email Address: _____	
By signing this Application, the landowner(s) agree to permit the Town to enter the property for the purposes of inspecting the applied and/or permitted use.	

****If the permit is submitted because of an emergency, please list the date of the emergency and the Town 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:
Mike Zniewski
Haven Township Clerk
P.O. Box 339
St. Cloud, MN 56302

Date Completed: ____/____/____

Name of Applicant: _____