



CITY OF SHOREWOOD

5755 COUNTRY CLUB ROAD
SHOREWOOD, MINNESOTA 55331-8927
952.960.7900

www.ci.shorewood.mn.us • cityhall@ci.shorewood.mn.us

RIGHT OF WAY PERMIT APPLICATION

Application Fee: \_\_\_\_\_

Permit No.: \_\_\_\_\_

PROPOSED WORK

Site Address (where work is proposed): \_\_\_\_\_

Type of Work (check all that apply):
[ ] Encroachment [ ] Obstruction [ ] Pole or Pole Attachment
[ ] Excavation. Dimensions: Length = \_\_\_\_\_ feet, Width = \_\_\_\_\_ feet, Depth = \_\_\_\_\_ feet
[ ] Small Wireless Facility (per site) [ ] Irrigation, \_\_\_\_\_ lineal feet

Requested Work Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Type of Work (gas, electric, cable, water, sewer, etc.): \_\_\_\_\_

Location of Work (boulevard, street, other), to and from: \_\_\_\_\_

Method of Installation (open cut, tunnel, etc.): \_\_\_\_\_

Attach a scaled drawing (minimum 1" = 100') showing:

- [ ] The location of all facilities and improvements (existing and proposed)
[ ] Public streets, sidewalks or alleys that will be affected by the work. If traffic obstruction is requested, include a traffic control plan referencing the Minnesota Manual on Uniform Traffic Control Devices.

APPLICANT INFORMATION

(must be a registered right of way user per Section 901.06 of the Shorewood City Code)

Company: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

CONTRACTOR INFORMATION

Company: \_\_\_\_\_

Address: \_\_\_\_\_

License Number: \_\_\_\_\_ 24-hour Emergency Number: \_\_\_\_\_

DESCRIPTION OF WORK

Three horizontal lines for describing the work.

**SUMMARY OF PERMIT REQUIREMENTS**

- Applicant must be registered with the City.
- Work cannot begin until the permit is issued.
- Notify Public Works at 952.960.7913 minimum three (3) days prior to starting work.
- Disturbed areas must be restored to preconstruction condition immediately. Minimum 6” of topsoil and seed (or sod) is required for turf areas.
- Upon completion of work, call 952.960.7910 for inspection.
- By signing the application, the applicant acknowledges and agrees to the terms and conditions set forth in the Shorewood City Code, Chapter 901 <http://www.ci.shorewood.mn.us/pages/citycode/citycode.html> and the notice requirement of Minnesota Statute Section 216D.03.07.
- WARNING: Before digging, call Gopher State One Locates at 651.454.0002

**SIGNATURE**

**Applicant’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR CITY USE ONLY**

**Registered Right of Way user?** Yes / No

**Franchisee?** Yes / No

<b>Permit Fee</b> _____	<b>Date Received</b> _____	<b>Receipt Number</b> _____
Excavation \$200		Obstruction \$20
Encroachment \$40		Underground sprinkler \$20
Directional boring \$45/100 l.f. @ _____ l.f.		Small Wireless \$150 per site
Open trench \$60/100 l.f. @ _____ l.f.		Pole/Pole Attachment \$20

<b>Security</b> _____	<b>Date Received</b> _____	<b>Receipt Number</b> _____
Restoration of turf area: \$_____ per s.y. @ _____ s.y.		Street patch: \$_____ per s.y. @ _____ s.y.

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Notifications:**  School Bus  Fire  Public Works  Police  Post Office  Other: \_\_\_\_\_

<b>Inspections</b>	<u>Inspector</u>	<u>Date</u>
<input type="checkbox"/> Compaction (street patch)	_____	_____
<input type="checkbox"/> Final	_____	_____
<input type="checkbox"/> One-year follow-up	_____	_____
<input type="checkbox"/> Final inspection	_____	_____

**CITY COMMENTS/ADDITIONAL REQUIREMENTS**

\_\_\_\_\_  
\_\_\_\_\_