



City of Big Lake
 160 Lake Street North
 Big Lake, MN 55309
 763-263-2107
 763-263-0133 (fax)
www.biglakemn.org

**APPLICATION FOR PERMIT TO INSTALL , MAINTAIN, OR OPERATE FACILITIES
 IN THE PUBLIC RIGHT OF WAYS OF BIG LAKE**

Name of Applicant _____
 Address of Applicant _____
 Telephone (_____) _____ Fax # _____
 E-mail address: _____

Name of party performing work; _____
 24-Hour Emergency Contact: Name _____ Telephone (_____) _____
 Are you and/or your contractors registered with the City of Big Lake; Yes_ No_ * Date _____
 Do you and/or your contractors have an Insurance Certificate on file with City;
 Yes_ No_ * Date _____
 Do you and/or your Contractors have a Construction Performance Bond on file with the City;
 Yes_ No_ * Date _____

Location of proposed work; _____

Describe proposed work; _____

Attach drawing of all work proposed within Corporate Limits even if permitted by another agency.

Proposed start date; _____
 Estimated time to complete work; _____
 Type of facility you will be working with? Check all that apply; Gas__ Telephone__ Cable TV__
 Electric__ Fiber Optic__ Sanitary Sewer__ Storm Sewer__ Water__ Curb & Gutter__
 Sidewalk/Trail__ Other _____
 Size, type and or voltage of facility; _____
 Are permanent obstructions proposed No__ Yes__ *
 Nature of work; New__ Reconstruct__ Reinforcement__
 Method of construction; Open cut__ Trenching__ Directional boring__ Other _____
 Type of surface(s) to be disturbed;
 Bituminous__ Concrete__ Gravel__ Lawn__ Trees__ Sidewalk__ Trail__ Curb__
 Will traveled roadway be disturbed; No__ Yes__ * If Yes, submit restoration plan
 Will detouring or lane closures be necessary; No__ Yes__ * If yes, submit plan according to MN-
 MUTCD
 Are lakes, wetlands or watercourses within work; No__ Yes__ *
 Will the work disturb more than 1 acre; No__ Yes__ * If yes an NPDES permit is required.
 Do you intend to restore the area with; Seed__ Sod__
 Letter to residence will be sent prior to work Yes__ No__

Contractor must maintain restoration for 30 days and notify resident and the City of Big Lake by letter regarding the completion of restoration and the required maintenance.

SPECIAL PROVISIONS

Required Inspections; Detour__ Erosion Control__ Restoration__ Final__ None__
 Conditions of permit, or resolution of * items.

1. _____
2. _____
3. _____

General Provisions

1. Permittee is required to contact Gopher State One Call at (800) 252-1166
2. Permittee agrees to conduct all work according to City of Big Lake Right of Way Ordinance, along with all references to State Statutes and Rules.
3. Permittee shall have a copy of this permit and approved drawings on the job site at all times.
4. Permittee understands that issuance of this permit does not relieve them from obtaining approval from Sherburne County or MNDOT for work proposed within their jurisdiction.
5. Permittee shall contact (763) 263-2107, 24 hours in advance to schedule inspections if required in Special Provisions.
6. Permittee shall conduct all work in accordance with City of Big Lake ordinances and specifications.
7. Permittee shall be responsible for establishing safety measures to protect the public from all harm until the construction is complete and for compliance with OSHA.
8. Permittee shall show on drawings, locations of all proposed facilities and any proposed temporary material or equipment storage locations.
9. Permittee shall return the Right of Way to its original condition to the satisfaction of the Engineer and the City of Big Lake, and shall remove all rubbish and construction debris promptly following completion of the construction.
10. Permittee shall be responsible for maintaining all temporary construction, repairs, patches or surfacing daily, if necessary, until permanent construction is completed and approved or such maintenance will be performed by City or other forces at prevailing rates.
11. Permittee agrees to promptly pay any overtime or other cost incurred by the City, required as a result of work covered by the permit.
12. Permittee shall save and hold harmless the City of Big Lake, its employees and agents from any acts arising from the construction and/or maintenance of Permittee's facilities or work covered by the permit, and take out and maintain insurance in conformance with City of Big Lake Right of Way Ordinance.
13. Resources; Big Lake City Ordinance.
14. By accepting this permit the undersigned verifies that he/she has read and understands all of the foregoing provisions, certifies that he/she has authority to sign for and bind the Permittee and that by virtue of that signature the permittee is bound by and agrees to comply with all provisions of this permit and City of Big Lake Right of Way Ordinance and State laws regulating construction.

Applicant Signature _____ Date _____
Certificate of Completion. Please note any changes to approved permit. Date _____

_____ **For City of Big Lake Use** _____

Permit Authorization Date _____ **By** _____
Public Works Director, City Engineer or City Administrator

Permit Fee \$150.00