

# Right Of Way Permit Application



**City of Monticello**  
 505 Walnut Street, Suite 1  
 Monticello, MN 55362  
 City Hall: 763.295.2711  
 rowpermit@ci.monticello.mn.us

For Office use only
Date: _____
Permit No: _____
_____

**ALL WORK SHALL CONFORM TO TITLE 8, CHAPTER 10 RIGHTS-OF-WAY REGULATION**

SUB-CONTRACTOR				
Name of Subcontractor:			Phone:	
Contact Person:			Phone:	
24 Hour Contact:			Phone:	
Email:				
CONTRACTOR/PROPERTY OWNER				
Company Name:			Contact Person:	
Address:			Day Phone:	
City:	State:	Zip:	24 Hour Phone:	
Email:				
PROJECT LOCATION				
Street Address/Addition/Location:				
<input type="checkbox"/> Main Trunk Line*		<input type="checkbox"/> Commercial Service Drop*		<input type="checkbox"/> Residential Service Drop**
<small>*Attach detailed drawing(s) of the project area including existing &amp; proposed right-of-way and easements, street, curb, sidewalk, trails, above &amp; below ground facilities or appurtenances, poles, or obstructions to be installed including size &amp; depth of excavation.                  **Attach list of addresses <u>or</u> detailed drawing(s) if residential drop(s) originate more than 10 feet from property to be served.</small>				
TYPE OF PERMIT				
<input type="checkbox"/> Obstruction	<input type="checkbox"/> Excavation	<input type="checkbox"/> Small Wireless Facility	Other (Specify)	
Contact Gopher State One Call 48 hours prior to commencing work in accordance with their rules. Small wireless facility permits must include a structural study signed by P.E., a design plan/route for fiber backhaul signed by P.E., demonstrate FCC compliance, and a copy of permit from pole owner if owned by an agency other than the City of Monticello.				
TYPE OF UTILITY				
<input type="checkbox"/> Cable TV	<input type="checkbox"/> Electric	<input type="checkbox"/> Gas	<input type="checkbox"/> Telecommunications	
<input type="checkbox"/> Street Light	Other (Specify)			
NATURE OF WORK				
<input type="checkbox"/> Replacement	<input type="checkbox"/> Repair	<input type="checkbox"/> Abandon	<input type="checkbox"/> Underground	<input type="checkbox"/> Aerial
<input type="checkbox"/> New	Other (Specify)			
TYPE OF SURFACE TO BE DISTURBED				
<input type="checkbox"/> Bituminous	<input type="checkbox"/> Concrete	<input type="checkbox"/> Trail (bit)	<input type="checkbox"/> Sidewalk (conc)	<input type="checkbox"/> Boulevard
<input type="checkbox"/> Gravel	Other (Specify)			
MATERIAL USED/METHOD OF INSTALLATION				
Type of pipe, conduit, or cable:			Size:	
Voltage or Pressure:		Length:	Depth from Surface:	
Distance from curb or centerline:				
<input type="checkbox"/> Trench	<input type="checkbox"/> Plow	<input type="checkbox"/> Directional Bore	<input type="checkbox"/> Backhoe	<input type="checkbox"/> Hand Dig
Other (Specify)				

<b>COLLOCATION</b>	
Will Facility be collocated: <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Collocated Facilities will require a separate Collocation Agreement. Please attach map of proposed collocation sites.</b>	
<b>CONSTRUCTION SCHEDULE</b>	
Number of Construction Days:	Start Date:
<b>Permit is valid for 6 months from the above start date. A permit extension from the Engineering Department is required if work will not be completed within 6 months.</b>	

Will detouring of traffic be necessary? (Traffic control must comply with MMUTCD)  Yes  No  
 If yes, attach detour map and list duration of detour: \_\_\_\_\_ days/weeks  
 The City Engineer shall be notified in writing at least 5 working days prior to detour being established, changed, or discontinued.

<b>RESTORATION PLANNED</b>		
<input type="checkbox"/> Bituminous Paving	<input type="checkbox"/> Motorized Tamper (Compaction)	<input type="checkbox"/> Machine Formed Curb
<input type="checkbox"/> Hand Formed Curb or Sidewalk	<input type="checkbox"/> Sodding w/4" topsoil	<input type="checkbox"/> Seeding w/4" topsoil <i>(includes Mulching or blanketing)</i>
<input type="checkbox"/> Sidewalk (concrete)	<input type="checkbox"/> Trail (bit)	<input type="checkbox"/> Other (Specify)
Note: All work must be restored with suitable materials and compacted according to the City of Monticello's Construction Specifications. Permanent restoration is required within 10 working days; additional permits may be withheld until restoration is completed.		

<b>Right-Of-Way Permit Fees</b>			
Street Hole	Pavement Hole Fee (>8" diameter)		\$55.00
Main Trunk Line	Base Fee (1 <sup>st</sup> 100') – Trench or Boring		\$45.00
	Trenching (over 100')	Additional linear feet _____ x \$.10	
	Boring (over 100')	Additional linear feet _____ x \$.05	
Service Drops	Residential: Fee with drawings (25 addresses max per application)		\$30.00
	Commercial: Fee with drawing(s) (5 drawings max per application)		\$30.00
Permit Extension Fee (14 days maximum)			\$20.00
Obstruction Fee (Equipment, Signs, Trees, etc.)			\$45.00
Small Wireless Facility Fee			\$45.00
<b>Estimated Total Due:</b>			

The undersigned agrees to carry at least a \$2,000 bond with the City of Monticello, \$100,000 of Workers comp insurance, \$2,000,000 in Liability insurance. The undersigned herewith accepts the terms and conditions of this permit by the City of Monticello as herein contained and agrees to fully comply therewith to the satisfaction of the City of Monticello. The undersigned also declares that he/she will comply with all relevant City Ordinances and all Right of Way Regulations. Permit processing may take up to 3 business days for excavation and obstruction permits. Permit processing may take up to 90 days for small wireless facilities permits.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

(For Office Use Only)

- |  |                              |                             |
|--|------------------------------|-----------------------------|
| Does the subcontractor have a \$2000 bond with the City of Monticello? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the subcontractor have \$100,000 Worker's Comp Insurance?         | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the subcontractor have \$2,000,000 Liability Insurance?           | <input type="checkbox"/> Yes | <input type="checkbox"/> No |