

**APPLICATION FOR WORK PERMIT ON  
ROLLING GREEN TOWNSHIP RIGHT OF WAY**

Township Board of Supervisors  
Rolling Green Township

Township Road: \_\_\_\_\_

Application is hereby made for permission to place, construct, and thereafter maintain a \_\_\_\_\_  
along or across Township Road \_\_\_\_\_ from \_\_\_\_\_  
\_\_\_\_\_ to \_\_\_\_\_  
feet from the center line on the \_\_\_\_\_ (east, west, north or south) side of the township road in accordance with the  
sketch shown on the inside hereof, or attached thereto. \* *Location sketch must be attached* \*

**I. UNDERGROUND CONSTRUCTION**

**CONDUIT**

- |  |   |
|--|---|
| <input type="checkbox"/> Perforated Plastic Tile (single wall) | <input type="checkbox"/> Sectional Concrete |
| <input type="checkbox"/> Perforated Plastic Tile (dual wall)   | <input type="checkbox"/> Clay Tile          |
| <input type="checkbox"/> Non-perforated Plastic Tile           | <input type="checkbox"/> Other _____        |

**CASING (under roadway/driveway)**

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Steel Pipe         | <input type="checkbox"/> None        |
| <input type="checkbox"/> Sectional Concrete | <input type="checkbox"/> Other _____ |

Size	Installer
Maximum Depth	Minimum Depth

**METHOD OF INSTALLING UNDER ROADBEDS (if open trench, explain why necessary)**

- |  |                                 |  |
|--|---------------------------------|--|
| <input type="checkbox"/> Open Trench _____ |                                 |  |
| <input type="checkbox"/> Jacking           | <input type="checkbox"/> Boring | <input type="checkbox"/> Pneuma Gopher |

Outlet (i.e. lake, stream, C.D. #, etc.)	New Facility <input type="checkbox"/>	Replacement Facility <input type="checkbox"/>
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**II. List Specific Reasons tile cannot be placed outside of R-O-W (attached additional sheets if necessary):**

*\* Section II. not needed for road crossing only applications, otherwise it is required. \**

III. Work to start on or after \_\_\_\_\_ and to be completed on or before \_\_\_\_\_

IV. The applicant in carrying on any and all of the work herein above mentioned or referred to in its application and in the permit issued herefore, shall strictly conform to the terms of such permit, and the regulations of the Township Supervisors, as set forth herein together with the special provisions, all of which are made a part hereof. The applicant specifically agrees to be bound hereby. The applicant shall also comply with the regulations of all other governmental agencies for the protection of the public. The work shall be accomplished in a manner that will not be detrimental to the highway and that will safeguard the public.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_ Name of person/company making application \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Amount enclosed \$ \_\_\_\_\_

**Permit Fee:** \$25 Standard Filing Fee for work in right-of-way  
\$200 additional charge for open cut road crossing (gravel roads only)

## Rules and Regulations for Utilities on Township Roads

### DEFINITIONS

Utility. Under this order "utility" shall mean and include all privately, publicly, or cooperatively owned communication lines and facilities (including drainage tile), any systems, lines and facilities for the distribution and transmission of electrical energy, oil, gas, water, sewer, steam and other pipe lines, railways, ditches, flumes or other structures which under the law of this state or the ordinance of any town or city may be constructed, placed or maintained across, along or on township highway right of way. Dependent upon the meaning intended in the context, "Utility" shall also mean the utility company, inclusive or any wholly owned subsidiary.

### GENERAL

I. Except as otherwise permitted, utility construction and relocation on township highway right of way shall not be commenced until an application for a permit has been made and such permit granted. The permit sketch shall show the location of the proposed utility with reference to township highway centerline. A copy of the sketch shall be provided for each copy of such permit.

II. Burning or disking operations and/or the use of chemicals to control or kill trees, brush and other vegetation is prohibited without prior approval from the Township Supervisors.

III. All waterways and lines of drainage shall remain operative.

IV. Wherever topsoil and sod are disturbed they shall be replaced and maintained satisfactorily until the turf is established.

V. The utility facility and installation shall not interfere with any existing utility facilities on the township highway right of way.

VI. When necessary, barricades, warning devices and flagmen shall be provided by the contractor during all phases of their construction and maintenance operations on township highway right of way. Traffic control must meet the requirements of the most recent Minnesota Manual on Traffic Control Devices (MMUTCD)

VII. At the time of construction of the utility and at the times of subsequent maintenance, prior approval shall be obtained from the Township Supervisors for the cutting and trimming of trees within the township highway right of way. Wherever trees are cut the resulting stumps shall be removed unless otherwise provided in the special provisions of the permit. Any holes caused by stump removal shall be backfilled, the area leveled and all materials associated therewith disposed of outside the township highway right of way. The contractor shall advise the Township Supervisors at least 48 hours in advance of its intent to start clearing and grubbing operations so that proper supervision can be provided.

VIII. The contractor shall notify the Township Supervisors of its intent to perform service and maintenance operations, which will interfere with the flow of traffic on township highways and shall obtain their approval prior to performing such operations. However, the company may perform service and maintenance operations on township highways including opening and disturbing the surface of the right of way without prior approval in those instances where an emergency exists that is dangerous to the life or safety of the public and which requires immediate repair. The contractor shall take all necessary and reasonable safety measures to protect the traveling public and shall notify the Township Supervisors at the earliest possible moment.

IX. If at any time the Township, acting through its Board of Supervisors, shall deem it necessary to make any improvements or changes on all or any part of the right of way of the township highway which affect a utility located on township highway right of way, then and in such event, the owner of the utility shall within 15 days after written notice from the Board of Township Supervisors, or its authorized agent, proceed to alter, change, vacate or remove said utility from the township highway right of way so as to conform to said township highway changes and as directed by the Township Supervisors. Such work shall be done without any cost whatsoever to Township and shall be completed within the date specified in said written notice. The owner shall assume all liability and save Township harmless from any and all claims of damage of any nature whatsoever occasioned by reason of not having removed said utility within the time specified in said notice.

X. The owner shall assume all liability for, and save the township, its agents and employees, harmless from any and all claims for damages, actions, or causes of action arising out of the work to be done herein and the continuing uses by the utility, including but not limited to the placing, constructing, reconstructing, maintaining, and using of said utility under this application and permit.

XI. The Township Supervisors may require the owner, or its contractor, to furnish a deposit in the form of a certified check, a surety bond or corporate undertaking for any expense incurred by the township in the repairing of damage to any portion of the township highway right of way caused by work performed under a permit, including any out of the ordinary engineering supervision and inspection expense provided by the township. In those instances wherein a deposit is required, the amount of the deposit shall be specified in the special provisions of the permit. If a check is furnished, any monies remaining over and above such expense shall be returned to the applicant.

XII. The permit as issued does not in any way imply an easement on private property.

XIII. The installations shall be made in conformity with all applicable laws, regulations, and codes covering said installations. All installations shall be made in conformity with regulations of governmental agencies for the protection of the public.

XIV. Upon completion of any installation, **the owner shall restore the township highway right of way to its original condition.** The owner shall then notify the Township Supervisors of the completion of the work so that inspection can be made to determine its acceptability.

### UNDERGROUND

I. All crossings of the roadbeds of the township highways shall be made by boring inside a casing or carrier pipe, or by jacking, unless this procedure is modified in the special provisions of the permit. The auger shall not lead the casing or carrier pipe by more than one inch. Open trenching shall be restricted to the area from five feet beyond the shoulder to the right of way line except as modified in the special provisions of the permit.

II. When pipes with bells or flanges are installed, the crossings of the roadbeds of the township highway shall be made by boring inside a conduit as provided in paragraph I of this section or jacking a conduit of sufficient diameter to permit threading the carrier pipe through it.

III. All voids caused by jacking or boring shall be filled by pressure grouting. The grout material shall consist of a sand-cement slurry of at least two sacks of cement per cubic yard and a minimum of water to assure satisfactory placement.

IV. The underground utilities shall be so installed as virtually to preclude any necessity for disturbing the roadbeds to perform maintenance operations.

V. Underground installations shall be accomplished without damaging or destroying the principal root structure of specimen trees.

## TILE OWNER CONSENT

By signing on the following page the tile/property owner(s) acknowledge the following conditions on the tile located within the public Right of Way:

- Should the tile line need to be relocated or replaced at any point in the future for maintenance or upgrades to the road right-of-way this tile work shall be done solely at the tile owner's expense and the township will not be responsible for nor reimburse for any costs associated with this work. This work will be done according to the timelines in section IX on page 2 of this permit. Whether or not the tile line needs to be relocated or replaced is at the sole discretion of the township.
- This permit does NOT guarantee any continued future use of the road right-of-way for the placement of this tile line. Should, at any time in the future, the township feel that this line is not being properly maintained or not being moved as directed by the township per the above stipulation, the tile line could be capped at the right-of-way line and not be permitted to be reinstalled inside of the right-of-way. The tile owner will have to follow the conditions set by the township in order to continue to use the right-of-way for the location of this tile. This will be determined at the township's sole discretion.
- This permit does not exclude the applicant or tile owner from any other permit requirements with other offices (i.e. SWCD Office, Wetland issues, Outlet permission, Gopher One Call, Martin County Ditch Office, etc.)
- The tile owner understands that access to the road right-of-way is and will be available to private and public utilities that apply for access in the future. While the township will make an effort to provide information to those utilities about the location of this tile line, the township will not in any way be responsible for any damage to the tile line caused by any utility or contractor, or be involved in any dispute trying to prove who damaged the tile. The applicant is accepting all responsibility in the maintenance of this line and accepting the responsibility of proving any potential future damages from other utilities.
- The township is not responsible for any damage to the tile line from any equipment working inside of the right-of-way above or around the tile. By placing the tile line inside of the right-of-way the applicant is accepting the responsibility to ensure the tile is capable of withstanding the weight of any equipment that could be operating inside of the right-of-way above the tile.
- The conditions of this permit are binding for the life of this tile line, regardless of the owner or of other tiles that outlet into this line. It is the owner's sole responsibility to communicate these conditions to any future owners or users of the system.

**TILE OWNER SIGNITURE PAGE**

*\* This page must be signed by all of the actual land owner(s) of all property being drained by the proposed tile regardless of who is applying for the permit \**

Property being drained by the proposed tile (for multiple properties attach copies of this page) :

\_\_\_\_\_ quarter, section \_\_\_\_\_, Rolling Green Township.

Property Owner(s): \_\_\_\_\_  
\*Signing bellow indicates agreement to the conditions of this permit, including those on page 5 of the permit.\*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**State of Minnesota,**  
**County of Martin**

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, before me personally appeared \_\_\_\_\_  
to me known to be the person\_\_ described in and who executed the foregoing instrument and acknowledged that \_\_\_\_\_ executed the same as \_\_\_\_\_  
free act and deed.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission expires \_\_\_\_\_

**State of Minnesota,**  
**County of Martin**

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free act and deed.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission expires \_\_\_\_\_

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**County of Martin**

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free act and deed.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission expires \_\_\_\_\_

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**County of Martin**

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to me known to be the person\_\_ described in and who executed the foregoing instrument and acknowledged that \_\_\_\_\_ executed the same as \_\_\_\_\_  
free act and deed.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission expires \_\_\_\_\_

**LOCATION SKETCH**

Show location of proposed facility in relation to the centerline of the township highway and other pertinent features such as right of way line, shoulder line, curb line and edge of surfacing. The facility should also be referenced to adjacent landlines.

ROLLING GREEN TOWNSHIP  
DEPARTMENT OF HIGHWAYS

**Work Permit**

Reference: Project \_\_\_\_\_  
Road \_\_\_\_\_

In accordance with the application herein, a utility permit is granted to \_\_\_\_\_  
\_\_\_\_\_ to place, construct, and thereafter maintain  
\_\_\_\_\_ on or across, or under the right of way of Township  
Road \_\_\_\_\_ in the location shown on the sketch, which is, a part of said application, or in such location as may  
be specified by the Department of Highways in the special provisions hereof.

**SPECIAL PROVISIONS:**

- The applicant shall provide the township with as-built drawings of the tile line after the project is complete including locations and depths.
- Note condition XIV on page 2 of this permit stating the "utility shall restore the Township Highway right-of-way to its original condition". In the case of an open cut for a tile this could include coming back multiple times to deal with settlement issues.
- Any excavated areas shall be filled with the excavated material and properly compacted. Topsoil shall be replaced, disked or smoothed, and reseeded over all excavations according the current MN/Dot Standard Specifications for Construction.
- For utility lines that run parallel to the roadway, placement will only be allowed in the backslope area of the roadway. Exceptions need prior approval by the township.
- This permit does not exclude the permittee/contractor from any other permitting issues with any other offices (i.e. SWCD Office, Wetland issues, Drainage issues, Gopher One Call, etc.).
- Any time traffic is impacted on the roadway (including on the shoulders) it is the sole responsibility of the permittee/contractor to safe guard the well being of the travelling public and to provide signage and/or traffic control that meets the requirements of the current Minnesota Manual on Uniform Traffic Control Devices and any other state or federal laws or rules that may apply.
- The permittee/contractor is solely responsible for securing the construction area during the course of the work.
- Every effort should be make to locate any private or public drainage tiles located within the road right-of-way and ensure they do not get damaged during construction. If any tiles are damaged during construction the permittee/contractor is solely responsible for the repairs to the tile.
- The current edition of the MN/Dot Standard Specifications for Construction shall apply for any miscellaneous construction items that come up within the road right of way.

Approved \_\_\_\_\_  
(date)

Township Supervisors  
Martin County, Minnesota

Permit No. \_\_\_\_\_  
Check No. \_\_\_\_\_  
Check Issuer \_\_\_\_\_  
Surety Bond No. \_\_\_\_\_  
Bond Expiration \_\_\_\_\_  
Bonding Co. \_\_\_\_\_

By \_\_\_\_\_  
Township Representative

COPIES TO: