

## Requirements for Right of Way Permits

[Jennifer.Oehler@co.washington.mn.us](mailto:Jennifer.Oehler@co.washington.mn.us) • 651-430-4313

1. Print, in ink only, or type the application and send electronically. Be sure to sign this instruction sheet and the application form at the bottom and email or mail the signed forms with a plan set. Complete each item on the permit. If an item does not apply, print N.A in the blank.
  2. For the safety of the traveling public and for the safety of those working in the right of way, the proper signage or barricades must be placed in accordance with the standards of the County Public Works Department and the Minnesota Manual on Uniform Traffic Control Device's "Temporary Traffic Control Zone Layouts Field Manual".
  3. The Contractor is responsible for providing clear and safe passage, including a suitable roadway surface for the traveling public through all work zones associated with the permitted work. Pedestrian Access Routes TPAR shall be maintained in accordance with MMUTCD ADA standards.
  4. Class 2 or better florescent safety vests are to be worn when working in the road right of way.
  5. Prior to installing utilities, the permittee shall notify the County Inspector at 651-430-4344. After normal business hours call 651-430-8381, the on-call Public Works dispatch.
  6. Prior to construction and excavation in the road right of way, the permittee shall notify the County Inspector at 651-430-4344. A County Inspector may be required to be on site during backfilling and pavement restoration.
  7. All roadway excavation, backfill and pavement restoration will be considered temporary between November 1 and May 1. The temporary pavement will require replacement as weather permits. Material failure of the subgrade resulting in any depression of the excavation site will require re-excavation and restoration.
  8. Pavement restoration shall be in full lane widths seam to seam from centerline to curb, and saw cut curb joint to curb joint. Saw cuts shall be utilized for all excavation edges. Saw cuts shall be expanded as needed to ensure undermining is non-existent. Depressions resulting from undermining or poor compaction methods will be the responsibility of the permit holder.
  9. No foreign material such as dirt, gravel, or bituminous material shall be left or deposited on the roadway during the work. If material is tracked onto the roadway, it must be removed immediately. Failure to remove roadway or sidewalk debris will result in project suspension until the debris is fully removed.
  10. Construction vehicles or spoil piles left overnight is strongly discouraged. In the event there is no option, the equipment/debris shall be delineated properly and placed as far as possible from roadway edge. Clear zones are generally 30' but can be less in some areas.
  11. No vehicles or equipment shall be parked on paved trails. If construction is located near a trail and requires closing a trail/sidewalk, please call 430-4313. Any and all trail damage occurring as a result of permit work to include turf areas shall be restored to pre-existing or better conditions. In specific cases this restoration may include manicured turf/sod replacement.
  12. All utility pedestals/boxes installed in County right of way must have a 4-foot visible marker installed. Any costs or damage associated with pedestals/boxes that are not marked with a 4-foot visible marker will be the responsibility of the facility owner.
  13. All slopes must be 1:4 parallel to highway traffic (ditches) and 1:6 perpendicular to traffic (street and driveway slopes), unless otherwise specifically authorized by the permit.
  14. Disturbed areas will need to be addressed (i.e. seeded, mulched and anchored or sod) with the proper erosion control, including temporary erosion control as needed, within 7 days and maintained until the new turf is established. All work shall be in compliance with local, state and federal erosion control requirements.
  15. It is the responsibility of the contractor to notify Gopher State One Call for utility locations for any work being performed within the County right of way, and to obtain all other necessary permits.
  16. To request storm sewer locating please call Washington County Public Works at 651-430-4313.
  17. In the event the construction has not been completed within one year of the permit approval date, this permit becomes null and void.
  18. No work under this application is to begin until the application is approved, and the permit issued, unless permission has been granted by the County Engineer or his/her designee.
  19. Any party working within the County right of way under this permit shall have a copy of the approved permit on site. Any party working in the County right of way without County approval or without a copy of the approved permit may be required to vacate the right of way immediately.
  20. Utility relocation costs associated with road improvements and construction projects are the responsibility of the facility owner.
  21. No changes or alterations may be made at any time without written permission from Washington County Public Works Department.
- \*\*\*\*\*
- I/We agree to all of the above requirements. All work performed will be done to the satisfaction of Washington County Public Works.
- Dated: \_\_\_\_\_
- Applicant's Signature: \_\_\_\_\_