



305 East Luverne Street, PO Box 659 • Luverne, MN 56156 • P 507.449.2388 • F 507.449.5034 • www.CityOfLuverne.org

RIGHT-OF-WAY

PERMIT APPLICATION

CONSTRUCTION WITHIN PUBLIC RIGHT-OF-WAY

<u>Office Use Only</u>

Permit Number

Received By

Date Received

DATE _____ SITE ADDRESS (IF SINGLE SITE) _____ OR LOCATION OF WORK (STREET NAME WITH DISTANCE AND DIRECTION FROM NEAREST STREET INTERSECTION) _____ _____ _____			
THE APPLICANT IS: UTILITY OWNER CONTRACTOR PROPERTY OWNER			
UTILITY OWNER	COMPANY NAME _____ ADDRESS _____ PHONE _____ CITY _____ STATE _____ ZIP _____ CONTACT _____ E-MAIL _____		
CONTRACTOR	COMPANY NAME _____ ADDRESS _____ PHONE _____ CITY _____ STATE _____ ZIP _____ CONTACT _____ E-MAIL _____		
PROPERTY OWNER	NAME _____ ADDRESS _____ PHONE _____ CITY _____ STATE _____ ZIP _____ E-MAIL _____		
TYPE OF PERMIT	<input type="checkbox"/> EXCAVATION <input type="checkbox"/> OBSTRUCTION <input type="checkbox"/> OTHER		
PURPOSE OF WORK	<input type="checkbox"/> NEW <input type="checkbox"/> ABANDON-IN-PLACE <input type="checkbox"/> UTILITY MAINTENANCE <input type="checkbox"/> REMOVE <input type="checkbox"/> CUT-OFF <input type="checkbox"/> UTILITY INSPECTION <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> REPAIR <input type="checkbox"/> TREE TRIMMING		
WORK TYPE (EXCAVATION)	<input type="checkbox"/> PRIVATE UTILITIES <input type="checkbox"/> SEWER MAIN <input type="checkbox"/> STORM SEWER <input type="checkbox"/> WATER MAIN <input type="checkbox"/> DRAINAGE DITCH <input type="checkbox"/> SEWER SERVICE <input type="checkbox"/> DRAIN TILE <input type="checkbox"/> WATER SERVICE <input type="checkbox"/> CONNECT SUMP DRAIN		

PERMIT FEES	<input type="checkbox"/> \$60 REGISTRATION FEE – ALL PERMITS <input type="checkbox"/> \$60 – PER EMERGENCY HOLE <input type="checkbox"/> \$90 – PER HOLE IN STREET SURFACE <input type="checkbox"/> \$15 / 100 L.F. – TRENCH OR DIRECTIONAL BORE <input type="checkbox"/> \$60 – PER HOLE IN BOULEVARD <input type="checkbox"/> \$45 + \$5.00/DAY – OBSTRUCTION <input type="checkbox"/> \$25 + 10.00/DAY – EXTENSION <input type="checkbox"/> \$60 – PER HOLE IN BOULEVARD
	TOTAL PERMIT FEE _____ <input type="checkbox"/> PAID _____ <input type="checkbox"/> BILLED _____
REQUIRED INSPECTIONS	<p style="text-align: center;">(TO BE CHECKED BY CITY FOR SCHEDULING)</p> <input type="checkbox"/> TREE PROTECTION <input type="checkbox"/> FORMS <input type="checkbox"/> SWPPP / EROSION CONTROL <input type="checkbox"/> CURB AND GUTTER <input type="checkbox"/> POT HOLE LOCATIONS IN STREET <input type="checkbox"/> STREET SURFACE REPLACEMENT <input type="checkbox"/> CONNECTION TO SEWER MAIN / WATER MAIN <input type="checkbox"/> DRIVEWAY <input type="checkbox"/> CONNECTION TO MANHOLE <input type="checkbox"/> PROJECT COMPLETION <input type="checkbox"/> BACKFILL

SUBMITTAL OPTIONS:

MAIL:
Attn: Mandy Van Grootheest
Luverne City Offices
305 E Luverne
PO Box 659
Luverne, MN 56156

EMAIL:
mvangrootheest@cityofluverne.org

FAX:
507-449-9924

BY ACCEPTING THIS RIGHT-OF-WAY PERMIT, PERMITTEE AGREES: **1) TO BE ABIDE BY THE PERMIT TERMS AND THE CITY’S RIGHT-OF-WAY ORDINANCE, 2) TO PAY ALL APPLICABLE FEES AND PROVIDE ANY REQUIRED INSURANCE, AND 3) TO INDEMNIFY AND HOLD HARMLESS THE CITY, ITS OFFICIALS, EMPLEEYES AND AGENTS ANY LIABILITY, CLAIM OR DAMAGE ARISING OUT OF THE REGISTRANT OR PERMITTEE’S ACTIONS OR INACTIONS UNDERTAKEN PURSUANT TO THE PERMIT.**

*Application must be signed by utility owner even if contractor is performing the work.

THIS IS AN APPLICATION FOR A PERMIT – IT IS NOT VALID UNTIL PROCESSED

NAME _____ TITLE _____
Please type or print Please type or print

SIGNATURE _____ DATE _____