

# Application for Right-of-Way Excavation Permit

City of Winona – Engineering Department

Ph: (507) 457-8269 Fax: (507) 452-1239

Email: mmarxhausen@winonamn.gov

Estimated Start Date: \_\_\_\_\_

Contractor/Applicant: \_\_\_\_\_

Project #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Work is being subcontracted:  No  Yes If yes, name of subcontractor: \_\_\_\_\_

FACILITIES INFORMATION				
<input type="checkbox"/> Cable TV <input type="checkbox"/> Telecomm. <input type="checkbox"/> Gas <input type="checkbox"/> Electrical Other: _____	Conduit (Size & Kind): _____ Cable (Size & Kind): _____			
	<u>Purpose of Construction</u>		<u>Type of Construction</u>	
	<input type="checkbox"/> New	<input type="checkbox"/> Replacement	<input type="checkbox"/> Trench	<input type="checkbox"/> Plow
	<input type="checkbox"/> Repair	<input type="checkbox"/> Relocate	<input type="checkbox"/> Aerial	<input type="checkbox"/> Bore
	<input type="checkbox"/> Abandon	<input type="checkbox"/> City Project	<input type="checkbox"/> Hole	<input type="checkbox"/> Chamber
<u>Excavation</u> <u>Hole:</u> Length _____ Width _____ <u>Trench:</u> Feet in City ROW _____ <u>Boring:</u> Feet in City ROW _____	<u>R.O. W. Used</u> <input type="checkbox"/> Blvd. <input type="checkbox"/> Sidewalk <input type="checkbox"/> Driving Lane <input type="checkbox"/> Parking Lane	<u>Type of Material</u> <input type="checkbox"/> Grass <input type="checkbox"/> Concrete <input type="checkbox"/> Bituminous <input type="checkbox"/> Gravel	<u>Structures</u> <input type="checkbox"/> Curb & Gutter <input type="checkbox"/> Sidewalk <input type="checkbox"/> Signals	<u>Shoulders</u> <input type="checkbox"/> Bituminous <input type="checkbox"/> Gravel <input type="checkbox"/> Road Signs
<b>REQUIREMENTS:</b> <ol style="list-style-type: none"> <li>1. No work under this application is to be started until application is approved and the permit is issued.</li> <li>2. Excavations within the street ROW are governed by Chapter 66 "Right-of-Way Management" of the City of Winona. Work being done in right-of-way for sewer, water, street openings and alleys, is to be done in strict conformity with all City ordinances and under the control and supervision of the City Engineer or his designee.</li> <li>3. In requesting this permit, it is understood that it is the contractor's responsibility to locate the existing utilities. It is further understood that the City is not responsible for their exact location.</li> </ol>		<b>PERMIT FEES:</b> Excavation Hole ..... \$90.00 Trench ..... \$65.00 Boring ..... \$30 per 100 lineal feet plus hole fee Permit Extension Fee ..... \$30.00 Delay Penalty – Up to 3 days late ..... \$50.00 Each day thereafter ..... \$10.00		
Applicant's Signature: _____ Date: _____		Note: Non-emergency work done without permit, will result in a Delay penalty fee.		

----- (to be completed by Engineering personnel) -----

Permit No.: \_\_\_\_\_

Cost of Permit: \_\_\_\_\_

Receipt: \_\_\_\_\_

Pynt: Cash Check Credit or Debit Card

Engineering Approval:  Yes  No

Approved by: \_\_\_\_\_