

Application for Right-of-Way Excavation Permit

City of Winona – Engineering Department

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

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Estimated Start Date: _____

Contractor/Applicant: _____

Project #: _____

Property Address: _____

Property Owner: _____

Work is being subcontracted: ☐ No ☐ Yes If yes, name of subcontractor: _____

FACILITIES INFORMATION

☐ Cable TV ☐ Cooling
☐ Telecomm. ☐ Traffic
☐ Gas ☐ Fiber
☐ Electrical
Other: _____

Conduit (Size & Kind): _____

Cable (Size & Kind): _____

Purpose of Construction

☐ New ☐ Replacement
☐ Repair ☐ Relocate
☐ Abandon ☐ City Project

Type of Construction

☐ Trench ☐ Plow
☐ Aerial ☐ Bore
☐ Hole ☐ Chamber

Excavation

Hole:

Length _____

Width _____

Trench:

Feet in City ROW _____

Boring:

Feet in City ROW _____

R.O. W. Used

☐ Blvd.
☐ Sidewalk
☐ Driving Lane
☐ Parking Lane

Type of Material

☐ Grass
☐ Concrete
☐ Bituminous
☐ Gravel

Structures

☐ Curb & Gutter
☐ Sidewalk
☐ Signals

Shoulders

☐ Bituminous
☐ Gravel
☐ Road Signs

REQUIREMENTS:

1. No work under this application is to be started until application is approved and the permit is issued.
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.
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.

PERMIT FEES:

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

Note: Non-emergency work done without permit, will result in a Delay penalty fee.

Applicant's Signature: _____

Date: _____

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

Permit No.: _____

Cost of Permit: _____

Receipt: _____

Pymt: Cash Check Credit or Debit Card

Engineering Approval: ☐ Yes ☐ No

Approved by: _____