



City of St. Francis
 23340 Cree Street NW
 St. Francis, MN 55070
 763-753-2630
 763-753-9881 (fax)
www.stfrancismn.org

APPLICATION FOR PERMIT TO INSTALL, MAINTAIN, OR OPERATE FACILITIES IN THE PUBLIC RIGHT OF WAYS OF ST. FRANCIS

Name of Applicant _____

Address of Applicant _____

Telephone (____) _____

Name of party performing work; _____

24-Hour Emergency Contact: Name _____ Telephone (____) _____

Are you and/or your contractors registered with the City of St. Francis; Yes_ No_* Date _____

Do you and/or your contractors have an Insurance Certificate on file with City;
 Yes_ No_* Date _____

Do you and/or your Contractors have a Construction Performance Bond on file with the City;
 Yes_ No_* Date _____

Location of proposed work; _____

Describe proposed work; _____

Attach drawing of all work proposed within Corporate Limits even if permitted by another agency.

Proposed start date; _____

Estimated time to complete work; _____

Type of facility you will be working with? Check all that apply; Gas__ Telephone__ Cable TV__

Electric__ Fiber Optic__ Sanitary Sewer__ Storm Sewer__ Water__ Curb & Gutter__

Sidewalk/Trail__ Other _____

Size, type and or voltage of facility; _____

Are permanent obstructions proposed No__ Yes_*

Nature of work; New__ Reconstruct__ Reinforcement__

Method of construction; Open cut__ Trenching__ Directional boring__ Other _____

Type of surface(s) to be disturbed;

Bituminous__ Concrete__ Gravel__ Lawn__ Trees__ Sidewalk__ Trail__ Curb__

Will traveled roadway be disturbed; No__ Yes_* If Yes, submit restoration plan

Will detouring or lane closures be necessary; No__ Yes_* If yes, submit plan according to MN-MUTCD

Are lakes, wetlands or watercourses within work; No__ Yes_*

Will the work disturb more than 1 acre; No__ Yes_* If yes an NPDES permit is required.

Do you intend to restore the area with; Seed__ Sod__

Letter to affected residents will be sent prior to work Yes__ No__

Contractor must maintain restoration for 30 days and notify resident and the City of St. Francis by letter regarding the completion of restoration and the required maintenance.

SPECIAL PROVISIONS

Required Inspections; Detour__ Erosion Control__ Restoration__ Final__ None__

Conditions of permit, or resolution of * items.

1. _____
2. _____
3. _____

General Provisions

1. Permittee is required to contact Gopher State One Call at (800) 252-1166 prior to commencement of work.
2. Permittee agrees to conduct all work according to City of St. Francis Ordinances, including but not limited to the Right of Way Ordinance, specifications and all applicable State and Federal Statutes and rules.
3. Permittee shall have a copy of this permit and approved drawings on the job site at all times.
4. Permittee understands that issuance of this permit does not relieve them from obtaining approval from Anoka County or MNDOT for work proposed within their jurisdiction.
5. Permittee shall contact the City of St. Francis at (763) 753-2630, a minimum of 24 hours in advance to schedule inspections if required in Special Provisions.
6. Permittee shall be responsible for establishing safety measures to protect the public from all harm until the construction is complete and for compliance with OSHA.
7. Permittee shall show on drawings, locations of all proposed facilities and any proposed temporary material or equipment storage locations.
8. Permittee shall return the Right of Way to its original condition to the satisfaction of the Engineer and the City of St. Francis, and shall remove all rubbish and construction debris promptly following completion of the construction.
9. Permittee shall be responsible for maintaining all temporary construction, repairs, patches or surfacing daily, if necessary, until permanent construction is completed and approved or such maintenance will be performed by City or other forces at prevailing rates.
10. Permittee agrees to promptly pay any overtime or other cost incurred by the City, required as a result of work covered by the permit.
11. Permittee shall save and hold harmless the City of St. Francis, its employees and agents from any acts arising from the construction and/or maintenance of Permittee's facilities or work covered by the permit, and take out and maintain insurance in conformance with City of St. Francis Right of Way Ordinance.
12. Resources: St. Francis City Ordinance.
13. By accepting this permit the undersigned verifies that he/she has read and understands all of the foregoing provisions, certifies that he/she has authority to sign for and bind the Permittee and that by virtue of that signature the permittee is bound by and agrees to comply with all provisions of this permit and City of St. Francis Right of Way Ordinance and State laws regulating construction.

Applicant Signature _____
 Date _____

Certificate of Completion. Please note any changes to approved permit.
 Date _____

*******For City of St. Francis Use*******

Permit Authorization Date _____ **By** _____
Public Works Director, City Engineer or City Administrator

Permit Fee \$150.00