



APPLICATION FOR PERMIT TO INSTALL, MAINTAIN, OR OPERATE FACILITIES
IN THE PUBLIC RIGHT-OF-WAYS OF BAXTER

Name of Applicant: _____

Address of Applicant: _____

Telephone: _____ Fax: _____

E-mail address: _____

Name of party performing work: _____

24-Hour Emergency Contact: Name _____ Telephone _____

Are you and/or your contractors registered with the City of Baxter: Yes No

Do you and/or your contractors have an Insurance Certificate on file with City: Yes No

Do you and/or your Contractors have a cash deposit or letter of credit on file with the
City: Yes No

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 Vibratory
Plow 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 residence will be sent prior to work:

Contractor must maintain restoration for 30 days and notify resident and the City of
Baxter 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.
2. Permittee agrees to conduct all work according to City of Baxter Right-of-Way Ordinance, along with all references to State 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 Crow Wing County or MNDOT for work proposed within their jurisdiction.
5. Permittee shall contact (218) 454-5115, 24 hours in advance to schedule inspections if required in Special Provisions.
6. Permittee shall conduct all work in accordance with City of Baxter ordinances and specifications.
7. 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.
8. Permittee shall show on drawings, locations of all proposed facilities and any proposed temporary material or equipment storage locations.
9. Permittee shall return the Right-of-Way to the required satisfaction of the Engineer and the City of Baxter, and shall remove all rubbish and construction debris promptly following completion of the construction.
10. Permittee shall be responsible for maintaining all temporary construction, erosion control, 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.
11. Permittee agrees to promptly pay any overtime or other cost incurred by the City, required as a result of work covered by the permit.
12. Permittee shall save and hold harmless the City of Baxter, 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 Baxter Right-of-Way Ordinance.
13. Resources: Baxter City Ordinance and Right-of-way Restoration and Erosion Specifications.
14. 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 Baxter 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 Baxter Use

Permit Authorization Date: _____ By: _____
 Public Works Director/City Engineer

Application Fee: \$135.00 + 0.035 cents per lineal foot