



**City of Kenyon**  
 709 2<sup>nd</sup> Street  
 Kenyon, MN 55946  
 (507)789-6415  
 (507)789-5604 Fax

## RIGHT-OF-WAY PERMIT APPLICATION

City Permit Number: \_\_\_\_\_

Excavation Permit

Street Opening Permit

Obstruction Permit

The applicant is:  Owner

Contractor

Plans Submitted:  Yes  No

**Site Address:** \_\_\_\_\_ Kenyon, MN

**Location:** (to and from) \_\_\_\_\_

**Date of Application:** \_\_\_\_\_

**Description of Project:** \_\_\_\_\_

### Applicant Information

Full Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

*City* *State/Zip* *E-mail*

Contact Person: \_\_\_\_\_  
*Phone* *24 Hour Number*

License No. \_\_\_\_\_  
*Emergency Contact* *Phone*

Property Use:	Type of Work	Details
<input type="checkbox"/> Residential	<input type="checkbox"/> Electric	<input type="checkbox"/> New
<input type="checkbox"/> Commercial	<input type="checkbox"/> Telecommunications	<input type="checkbox"/> Repair
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Gas	<input type="checkbox"/> Disconnect
<input type="checkbox"/> Other	<input type="checkbox"/> City (Water/Sewer/Storm)	<input type="checkbox"/> Replacement

### Type of Excavation / Construction

- |   |   |                               |
|---|---|-------------------------------|
| <input type="checkbox"/> Trench           | <input type="checkbox"/> Hole             | <input type="checkbox"/> Plow |
| <input type="checkbox"/> Boring (specify) | <input type="checkbox"/> Other (Describe) |                               |

### Construction Details:

Length:	Depth:	Conduit/Cable Size:
Width:	Total Linear Footage:	Other:

### Right of Way Details

- Roadway     Sidewalk/Pathway     Boulevard     Utility

**Schedule:** Estimated Start Date: \_\_\_\_\_ Estimated End Date: \_\_\_\_\_

### Type of Surface to be Disturbed

- |   |   |                                 |
|---|---|---------------------------------|
| <input type="checkbox"/> Concrete           | <input type="checkbox"/> Asphalt/Bituminous | <input type="checkbox"/> Gravel |
| <input type="checkbox"/> Grass / Vegetation | <input type="checkbox"/> Other (Specify)    |                                 |

### Structures

- |  |                                   |                                  |
|--|-----------------------------------|----------------------------------|
| <input type="checkbox"/> Curb & Gutter | <input type="checkbox"/> Sidewalk | <input type="checkbox"/> Signals |
| <input type="checkbox"/> Apron         | <input type="checkbox"/> Other    |                                  |

**Obstruction Permit:**

- Sidewalk  Street  Alley
- Other \_\_\_\_\_

**Traffic Control:**

Detour Route Needed  Yes  No

If Yes, describe route (Route Subject to City Approval):

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**Permit Fees:**

**Excavation Permit/ Street Opening Permit:**

- \$200 Base Permit fee
- \$400 if applied for after work has begun
- \_\_\_\_\_ lineal ft. x \$.30 per foot

**Note: A sketch plan is required for all Standard Use Right-of-Way Permits.**

**Obstruction Permit:**

- \$0.00 Short Term – 8 hours or less
- \$15 Per day over 8 hours

**Total Fees:** \$ \_\_\_\_\_  Cash  Check

**Warning: Before digging call Gopher State One – (800) 252-1166 or dial 811**

**Acknowledgement and Signature:**

*The applicant shall perform all work according to the terms of this permit, the City of Kenyon Right of Way Management Ordinance #850 and all other regulations of the City of Kenyon and any special provisions attached to the permit. The applicant shall comply with all applicable laws and ordinances, codes and regulations. The work performed shall be in no way detrimental to the street or to the safety of the public. Applicants shall supply accurate electronic "as-build" drawing files. **Contractors must provide a certificate of insurance to the City of Kenyon that complies with all municipal statutory limits of coverage.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***For Office Use Only***

**REQUIRED INSPECTIONS**

- Prior to Backfill
- After Backfill Compaction
- Prior to bituminous paving
- Final Completion

**Inspection Notes:**

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## SPECIFICATIONS FOR STREET OPENINGS AND EXCAVATIONS

Contractors shall obtain a permit from the City of Kenyon prior to commencing any work within the City right-of-way. (*Right of Way Management Ordinance #850 available upon request.*)

### IMPORTANT: CONTACT GOPHER STATE ONE CALL PRIOR TO EXCAVATION

The following specifications shall be followed for all repairs within the City right-of-way.

- 1. Removal:** All bituminous shall be cut to provide a straight clean edge to patch against. All patches shall be rectangular. Sidewalk or curb, where removed, shall be removed to contraction joints. Pads shall be used on equipment outriggers to prevent damage to bituminous. Bituminous patch shall be increased to size to include marks or scars left in bituminous.
- 2. Backfill:** Backfill of excavation material shall be compacted in six (6) inch lifts unless sand is used, which may be compacted in twelve (12) inch lifts. Material shall be compacted to 95% Standard Proctor except for the top three (3) feet which shall be compacted to 100% Standard Proctor. Wet clay or loam will not compact and shall not be used as backfill. Sand shall be used for backfill where existing excavation materials are unacceptable as determined by the City of Kenyon. Contractor is responsible for any settling that occurs.
- 3. Sidewalk and Concrete Curb Repair:** Replacement shall match size and shape of existing. Sidewalk shall have a minimum thickness of four (4) inches of concrete and four (4) inches of sand base. Concrete shall have 4,000 psi 28 day compression strength and shall have air entrainment of 5.5%<sub>-</sub>+ 1.5%. Concrete shall be covered or sprayed for curing.
- 4. Turf:** All boulevard areas shall be sodded including three (3) inches of topsoil.
- 5. Street Repair:** Street shall be repaired with the same section as the existing streets. The minimum section on streets with no defined section shall be five (5) inches of Class 5 aggregate and three (3) inches of bituminous. If the repair is done during a time of the year when hot mix bituminous is not available, a cold bituminous patch shall be made and replaced during the following May with permanent hot mix bituminous. Bituminous shall be rolled with a steel roller compactor. Bituminous edges shall be coated with tack material to assure good adherence. Any work within state or county roads need a separate permit obtained from the state or county.
- 6. Warranty:** Contractor shall warranty all repair work for one (1) year from the date of permanent repair completion. Contractor is responsible for repairing any defective work and any problems due to settlement.
- 7. Notification:** Contractor shall be responsible for contacting the City of Kenyon at 789-6415 for inspection prior to:

Backfill  
After backfill compaction  
Prior to bituminous paving  
Final completion