

**SALEM TOWNSHIP APPLICATION FOR UTILITY PERMIT
ON TOWNSHIP RIGHT OF WAY**

Salem Township
PO Box 419
Byron, MN 55920
Salemtn.com

Township Road	Permit No.
	Permit Fee

SUBMIT COMPLETED APPLICATION TO THE TOWNSHIP CLERK

Applicant		Address		Phone	Email
Name of Contractor		Address		Phone	Email
Contact Person		Phone	Email		
Nature of Work				Township Roads Involved	
Location (Dimensions, Side of Roadway, etc.)				Section Township Range	
Size and type of Structure (Show Elevation Detail of Proposed Work)					
Work to Start On (date)	Duration of Work	Will work affect traveled lane or shoulder? <input type="checkbox"/> YES <input type="checkbox"/> NO			
(No work allowed prior to permit being approved.)		If YES, a detailed traffic control plan must be submitted together with a separate Obstruction Permit Application.			
Attach detailed site drawing showing dimensions from Right of Way and proposed improvements					
<p>(I) (We) the undersigned, hereby apply for a permit from Salem Township for the above. (I) (We) understand and accept the terms and conditions of the regulations of Salem Township and that the approval of the Township must be obtained for issuance of this permit. On completion of the installation, persons doing such work must notify Salem Township when work has been completed and is ready for inspection. The applicant shall also comply with the regulations of all other governmental agencies.</p>					
_____		_____			
Date		Applicant's Signature			
_____		_____			
Date		Contractor's Signature			
Utility Permit Authorization -- Subject to Special Provisions and Permit Requirements and Acknowledgements					
<p>In accordance with this application a Utility Permit is granted to the applicant to place, construct, and thereafter maintain on, across, or under the above-described Right of Way and in the location stated by said application with the attached conditions and requirements together with any drawings or sketches depicting the permitted construction.</p> <p>The excavation, backfilling, patching and restoration, and all other work performed in the right of way shall be done in conformance with Minnesota Rules 7819.1100, 7819.5000 and 7819.5100 and shall conform to MnDOT standard specifications and other applicable local requirements, in so far as they are not inconsistent with the Minn. Stat. § 237.162 and 237.163.</p>					
_____		_____			
Date		Authorized Signature for Salem Township			
SEE PAGE 2 FOR PERMIT REQUIREMENTS AND ACKNOWLEDGEMENTS					

PERMIT REQUIREMENTS AND ACKNOWLEDGEMENT

(Note: Allow up to 2 weeks for processing. An incomplete application will delay processing.)

1. Print clearly in ink or type the application. Sign the application form and this instruction sheet at the bottom. Submit the original signed forms with payment of the fee stated on page 1 for each right of way location.
2. Complete each item on the application. If an item does not apply, print "N/A" in the blank.
3. No foreign material such as fill, aggregate, rock, bituminous material, or surplus material shall be stored or deposited on the roadway during work. If any material is tracked onto the roadway, it must be removed immediately.
4. Any debris, or surplus material generated due to work must be removed from the Township Right of Way within 24 hours.
5. At least 48 hours prior to commencing any work, the permittee must notify Salem Township. Within 5 days after completion, the permittee must notify Salem Township to schedule final inspection.
6. If the permittee intends to alter or remove any signs within Township Right of Way, the permittee shall notify and obtain the approval of a Salem Township at least 48 hours in advance of performing such operations. The permittee shall take necessary and reasonable measures to protect or avoid such signs and shall install an approved temporary sign if required by Salem Township.
7. No changes or alterations to this permit may be made at any time without written permission from the Salem Town Board.
8. For the safety of the traveling public and for the safety of those working in the Right of Way, barricades, warning devices and flagmen shall be provided by the contractor during all phases of their construction and maintenance operations on the Township Right of Way. The design, layout, and placement of all signs, barricades, and other warning devices shall conform to the current Minnesota Manual on Uniform Traffic Control Device's "Temporary Traffic Control Zone Layouts Field Manual."
9. All disturbed areas shall be stabilized (i.e. seeding, sod, erosion control blanket, etc.) with the proper sediment/erosion control devices, including temporary erosion/sediment control as needed within 7 days and maintained until the new turf is established. All work shall be in compliance with local, state and federal regulations.
10. If construction has not been completed within one year of the permit approval date, this permit becomes null and void.
11. It is the responsibility of the excavator to notify Gopher State One Call for utility locations for any excavation being performed within the Township's Right of Way and to obtain all other necessary permits.
12. No work under this application is to begin until the application is approved, and the permit issued, unless permission has been granted pursuant to authorization of the Salem Town Board.
13. Any party working within the Township Right of Way under this permit shall have a copy of the approved permit on site. Any party working in the Township Right of Way without Township approval or without a copy of the approved permit may be required to vacate the Right of Way and/or stop work immediately.
14. Salem Township Right of Way Management Ordinance will govern all work in the Right of Way.
15. Any work not done correctly can be repaired by the Township at the cost of the permittee.
16. Any necessary temporary driveways must be removed and returned to the Right of Way's original condition or better. In addition, follow conditions under #9 above for erosion control.
17. The Township may, at its' own discretion, require a bond or bank letter of credit to ensure that no damage has been done to the Township Right of Way. The bond shall be placed with the Township Clerk and remain in effect from the time the project begins until one year after its completion, upon which time the Township shall inspect the Right of Way to determine the release of the bond.
18. All projects within the Township which disturb 10,000 square feet or more of total surface area shall require a grading permit.
19. A Permit fee is \$100.00 for the first mile and \$100.00 for every connected mile thereafter. Any other area within the Township shall require its' own additional permit and fees accordingly.

The below signee agrees to the above requirements. All work performed will be to the satisfaction of the Salem Town Board.

Dated: _____

Applicant's Signature: _____