



City of New Ulm

Right-of-Way Permit Application

Permit expires within 60 days

Applicant Information

Company name (applicant): _____ Date of application: _____

Contact name: _____

Phone: _____ Email address: _____

Project street address: _____

Project supervisor: _____ Property owner: _____

List all subcontractors: _____

Description of work: _____

Schedule:

Proposed start date: _____ Estimated completion date: _____

Hours of operation: _____ to _____ Other: _____

Purpose (check all that apply):

Install (additional fees may apply) Repair Replace Disconnect

Other: _____

Type of infrastructure (check all that apply):

Sanitary Sewer Storm Sewer Water Electrical Gas Communication/Fiber

Temporary Access Sidewalk Trail Driveway Curb & Gutter Street

Other: _____

Install Method:

Directional Drill Open Trench Vibrator Plow Other: _____

Location (if excavation will disturb both boulevard and street, only street excavation fee applies):

Boulevard - size of opening: _____ Street – size of opening: _____

Permit restoration plans (core drills in streets/alleys is considered a street cut):

Temporary restoration plan (November 1st to April 1st):

Applicant's additional comments:

Additional Permit Requirements

- ❖ Applicant that has obtained right-of-way permit, must be registered with the City of New Ulm, bonded and insured according to New Ulm City Code Chapter 6.21.
- ❖ Applicant shall submit permit application with a site plan a minimum of 72 hours prior to non-emergency excavations. Applicant shall submit permit application for emergency work within two business days of when the work was performed.
- ❖ Applicant shall advise the City of any existing damage within the public right-of-way, prior to starting work. Applicant shall assume full responsibility for all costs associated with repairing City infrastructure including but not limited to: boulevards, sidewalk/trails, street or alley surfacing removed or damaged by applicant. Applicant shall meet all City requirements; corrective action may be taken by the City at the expense of the applicant for failure to meet these requirements. Future permits will be suspended or denied until a resolution is agreed upon by applicant and City.
- ❖ The 24-month warranty period will commence once project has had a final restoration inspection and meets the requirements set forth by the City Engineer.
- ❖ Applicant is responsible for any accidents or claims that may happen as a result of applicant's operations.
- ❖ Temporary (winter months) and permanent restoration of street/alley, sidewalk, and boulevard areas within the right-of-way or city-occupied or reserved easements must be within fourteen (14) days of the excavation work completed. Permanent restoration plans shall be submitted with permit application for temporary restorations during November 1st to April 1st.
- ❖ All connections made to any City of New Ulm utilities will require an inspection prior to backfilling. Contact Engineering Department at 507-359-8380 a minimum of 4 (four) business hours prior to the requested inspection.
- ❖ Gopher State One-Call locates must be completed prior to the start of work.
- ❖ From November 1st to April 1st, the only Right-of-Way permits considered will be for emergency situations unless otherwise approved by the City Engineer.

Requirement checklist:

Register with the city
Site plan
Restoration plan
\$5000.00 Surety Bond

Fees (applied when issued):

\$20.00 – boulevard \$50.00 – street/alley
New connection/installation fees (if applicable), as determined by City Engineer.

Applicant agrees to comply in all respects with the requirements of the New Ulm Code, permit requirements stated herein, and state law in performing the work and in restoring the right-of-way.

Failure to provide all required attachments may be subject to immediate denial.

Signature of applicant: _____ Date: _____

Submit registration form, required documents and fee to:

City of New Ulm Engineering Office, New Ulm City Hall
100 North Broadway, New Ulm, MN 56073
507-359-8380

Approved by City Engineer: _____ Date: _____

Approved: Without Conditions With Conditions (see conditions below)

Conditions: _____
