

Traffic Signal Locates  
952-496-8346

Gopher State  
651-454-0002

48 hrs before digging

**APPLICATION FOR EXCAVATING/GRADING  
ON COUNTY HIGHWAY RIGHT OF WAY**  
 SCOTT COUNTY PUBLIC WORKS  
 600 Country Trail East  
 Jordan, MN 55352-9339  
 Phone 952-496-8367 Fax 952-496-8365

Permit No. \_\_\_\_\_

Permit Fee - \$162.00

**MUST BE REGISTERED WITH SCOTT COUNTY TO OBTAIN PERMIT**

Name of Applicant		Address	CSAH/CR
			Phone
			Fax
			Reg. #
Name of Contractor		Address	Phone
			Fax
			Reg. #
Contact Person	Phone	Gopher One Call ID# _____	
	Fax		

Nature of Work	County Roads Involved		
Location (Ties to Right-of-Way, Road Stationing, & Dimensions)	SECT.	RANGE	TWP
Size and Kind of Structure (Show Elevation Detail of Proposed Work)			
Work to Start On (date)	Duration of Job	Will Detouring of Traffic be Necessary? <input type="checkbox"/> No <input type="checkbox"/> Yes	
<b>(No work allowed prior to permit being approved.)</b>		If yes, a traffic plan must be submitted with plans along with an Obstruction Permit Application.	

**Attach Detailed Site Drawing Showing All Dimensions from Right-of-Way and Existing Improvements.**

(I) (We) the undersigned, hereby apply for a permit from Scott County for the above. (I) (We) understand and accept the terms and conditions of the regulations of the Commissioner of Transportation and that the approval of the County must be obtained for issuance of this permit. On completion of the installation, persons doing such work must notify the Scott County Highway Engineer that work has been completed and is ready for inspection and acceptance. The applicant shall also comply with the regulations of all other governmental agencies.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor's Signature

**FOR OFFICE USE ONLY**

In accordance with this application an Excavating/Grading Permit is granted to the applicant to place, construct, and "thereafter maintain" on, or across, or under the Right-of-Way of the above described Right-of-Way and in the location as shown by the above application with the attached conditions and requirements: \_\_\_\_\_

**Scott County Ordinance 22, Management of the Public Right-of-Way, Section 119:** 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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature for Scott County Highway Department

**SCOTT COUNTY HIGHWAY DEPARTMENT**  
**Public Works Division**  
**600 Country Trail East**  
**Jordan, MN 55352-9339**

**Phone: 952-496-8487**

**Fax: 952-496-8365**

PERMIT REQUIREMENTS

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

1. Print, in ink only, or type the application. Be sure to sign both this instruction sheet and the application form at the bottom.
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 dirt, gravel, or bituminous material shall be left or deposited on the roadway during the work. If material is tracked onto the roadway, it must be removed immediately.
4. Any debris generated due to the work must be removed from the County right-of-way within 24 hours.
5. Prior to construction, the permittee shall notify the County Inspector at 952-496-8487. After completion, the permittee shall notify the County Inspector for final inspection by the County Highway Department.
6. No changes or alterations may be made at any time without written permission from the County Highway Department.
7. For the safety of the traveling public and for the safety of those working in the right-of-way, the proper signage and/or barricades must be placed in accordance with the current standards of the County Highway Department and the Minnesota Manual on Uniform Traffic Control Device's "Temporary Traffic Control Zone Layouts Field Manual".
8. For rural accesses, 6:1 side slopes are required within the County right-of-way.
9. For new residential accesses, swing-away mailboxes are required (see attachment to residential access permits).
10. Disturbed areas will need to be addressed within 7 days. Erosion Control Blanket shall be required on all disturbed areas. Only Class 1 or 2 short term natural thread biodegradable material erosion control blanket shall be used. No Polypropylene netting allowed.
11. In the event that the construction has not been completed within one year of the permit approval date, this permit becomes null and void.
12. It is the responsibility of the contractor to notify Gopher State One Call for utility locations for any work being performed within the County right-of-way, and to obtain all other necessary permits.
13. Any party working within the County right-of-way under this permit shall have a copy of the approved permit on site. Any party working in the County right-of-way without County approval or without a copy of the approved permit may be required to vacate the right-of-way immediately.
15. All Right of Way Permits are subject to double fees for unauthorized work.

**I/We agree to all of the above requirements. All work performed will be done to the satisfaction of the Scott County Highway Department.**

**Dated:** \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_