

LAKE EMMA TOWNSHIP  
APPLICATION FOR UTILITY PERMIT ON  
TOWNSHIP ROAD RIGHT OF WAY

Board of Township Supervisors  
\_\_\_\_\_, Minnesota

Township Road \_\_\_\_\_  
Street Name \_\_\_\_\_

Attn: Township Clerk

Application is hereby made for permission to place, construct and thereafter maintain a \_\_\_\_\_

\_\_\_\_\_ feet from the center line on the \_\_\_\_\_ (East, West, North or South) side of the Township Road in accordance with the sketch shown on the inside here of, or attached there to.

I. AERIAL CONSTRUCTION

<input type="checkbox"/>	Single Pole	<input type="checkbox"/>	Open Wire
<input type="checkbox"/>	H-Frame	<input type="checkbox"/>	Cable
<input type="checkbox"/>	Single Pole and H-Frame	<input type="checkbox"/>	Vertical
<input type="checkbox"/>	Steel Tower	<input type="checkbox"/>	Cross-Arm
<input type="checkbox"/>	Other _____	<input type="checkbox"/>	Vertical and Cross Arm

Voltage	Number of Conductors	Size of Conductors
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Minimum height of Conductor: \_\_\_\_\_ ft. along road/highway \_\_\_\_\_ ft. at crossing over road/highway

EXTENT AND LOCATION OF TREE TRIMMING AND/OR CLEARING

II. UNDERGROUND CONSTRUCTION

CONDUIT

<input type="checkbox"/>	Multiple Tile	<input type="checkbox"/>	Clay Tile	<input type="checkbox"/>	Steel Pipe
<input type="checkbox"/>	Transite	<input type="checkbox"/>	Sectional Concrete	<input type="checkbox"/>	Other

CASING

<input type="checkbox"/>	Steel Pit	<input type="checkbox"/>	Sectional Concrete	<input type="checkbox"/>	Other
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Size	Depth	
Voltage	Number of Conductors	Size of Conductors

METHOD OF INSTALLING UNDER ROAD BEDS (if open trench, explain why necessary)

<input type="checkbox"/>	Open Trench
<input type="checkbox"/>	Jacking
<input type="checkbox"/>	Boring
<input type="checkbox"/>	Pneuma-Gopher

Extent and location of tree clearing

New Facility

Replacement Facility

III. Work to start on or after \_\_\_\_\_ and to be completed on or before \_\_\_\_\_.

IV. The applicant in carrying on any and all of the work herein above mentioned or referred to in its application and in the permit issued herefore, shall strictly conform to the terms of such permit, and the regulations of the Board of Township Supervisors as set forth herein together with the Special Provisions, all of which are made a part hereof. The applicant specifically agrees to be bound hereby. The applicant shall also comply with the regulations of all other governmental agencies for the protection of the public. The work shall be accomplished in a manner that will not be detrimental to the roadway and that will safeguard the public.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2\_\_\_\_\_.

\_\_\_\_\_  
Name of Company Making Application

Signature \_\_\_\_\_

By \_\_\_\_\_

\_\_\_\_\_  
Title

Address \_\_\_\_\_

## RULES AND REGULATIONS OF THE TOWNSHIP BOARD FOR UTILITIES ON TOWNSHIP ROADS

### DEFINITIONS

*Utility.* Under this order "utility" shall mean and include all privately, publicly or co-operatively owned communication lines and facilities, any systems, lines and facilities for the distribution and transmission of electrical energy, oil, gas, water, sewer, steam, and other pipe lines, railways, ditches, flumes or other structures which under the law of this State or the ordinance of any town or city may be constructed, placed or maintained across, along or on township road right of way. Dependent upon the meaning intended in the context, "Utility" shall also mean the utility company, inclusive of any wholly owned subsidiary.

### GENERAL

I. Except as otherwise permitted, utility construction and relocation on township highway right of way shall not be commenced until an application for a Permit has been made and such Permit has been made and such Permit granted. The Permit sketch shall show the location of the proposed utility with reference to the township road centerline. A copy of the sketch shall be provided for each copy of such Permit.

II. Burning or disking operations and/or the use of chemicals to control or kill trees, brush and other vegetation is prohibited without prior approval from the Township Board.

III. All waterways and lines of drainage shall remain operative.

IV. Wherever topsoil and sod are disturbed they shall be replaced and maintained satisfactorily until the turf is established.

V. The utility facility and installation shall not interfere with any existing utility facilities on the township road right of way.

VI. When necessary, barricades, warning devices and flagmen shall be provided by the Utility during all phases of their construction and maintenance operations on township road right of way.

VII. At the time of construction of the utility and at the times of subsequent maintenance, prior approval shall be obtained from the Township for the cutting and trimming of trees within the township road right of way. Wherever trees are cut the resulting stumps shall be removed unless otherwise provided in the Special Provisions of the Permit. Any holes caused by stump removal shall be backfilled, the area leveled and all materials associated therewith disposed of outside the township road right of way. The utility shall advise the Township at least 48 hours in advance of its intent to start clearing and grubbing operations so that proper supervision can be provided.

VIII. The Utility shall notify the Township of its intent to perform service and maintenance operations which will interfere with the flow of traffic on Town Roads, and shall obtain his approval prior to performing such operations. However, the Company may perform service and maintenance operations on town roads including opening and disturbing the surface of the right of way without prior approval in those instances where an emergency exists that is dangerous to the life or safety of the public and which requires immediate repair. The Utility shall take all necessary and reasonable safety measures to protect the traveling public and shall notify the Township at the earliest possible moment.

X. The Utility shall assume all liability for, and save the Township, its agents and employees, harmless from, any and all claims for damages, actions or causes of action arising out of the work to be done herein and the continuing uses by the Utility, including but not limited to the placing, constructing, reconstructing, maintaining and using of said utility under this application and Permit.

XI. The Township Board may require the Utility, or its contractor, to furnish a deposit in the form of a certified check, a surety bond or a corporate undertaking, in

favor of Lake Emma Township, for any expense incurred by the Township in the repairing of damage to any portion of the township road right of way caused by work performed under a Permit, including any out of the ordinary engineering supervision and inspection expense provided by the Township. In those instances wherein a deposit shall be specified in the Special Provisions of the Permit. If a check is furnished, any monies remaining over and above such expense shall be returned to the applicant.

XII. The Permit as issued does not in any way imply an easement on private property.

XIII. The installations shall be made in conformity with all applicable laws, regulations and codes covering said installations. All installations shall be made in conformity with regulations of governmental agencies for the protection of the public.

XIV. Upon installation, the utility shall restore the township road right of way to its original condition. The Utility shall then notify the office of the Township Clerk of the completion of the work so that inspection can be made to determine its acceptability.

### AERIAL

I. There shall be only a single pole line on the township road right of way on either side of the centerline thereof.

II. Longitudinal installations on township roads shall normally be located in the outer five feet of the right of way.

### UNDERGROUND

I. All crossings of the roadbeds of the township roads shall be made by boring inside a casing or carrier pipe, or by jacking, unless this procedure is modified in the Special Provisions of the Permit. The auger shall not lead the casing or carrier pipe by more than one inch. Open trenching shall be restricted in the area from 5 feet beyond the shoulder of the right of way except as modified in the Special Provisions of the Permit.

II. If at any time Lake Emma Township, acting through its Board of Supervisors, shall deem it necessary to make any improvements or changes on all or any part of the right of way of the township road which affect a utility located on township road right of way, then and in such event, the owner of the utility shall within 30 days after written notice from the Board of Township Supervisors, or its authorized agent, proceed to alter, change, vacate or remove said utility from the township road right of way so as to conform to said township road changes and as directed by the Township Board. Such work shall be done without any cost whatsoever to the Township and shall be completed within the date specified in said written notice. The Utility shall assume all liability and save Lake Emma Township harmless from any and all claims of damage of any nature whatsoever occasioned by reason of not having removed said utility within the time specified in said notice.

III. The underground utilities shall be installed as virtually to preclude any necessity for disturbing the roadbeds to perform maintenance operations.

**LOCATION SKETCH**

Show location of proposed facility in relation to the centerline of the township road and other pertinent features such as right of way line, shoulder line, curb line and edge of surfacing. The facility should also be referenced to adjacent landlines.

LAKE EMMA TOWNSHIP

# Utility Permit

Reference: Project \_\_\_\_\_  
 Township Road. \_\_\_\_\_  
 Other. \_\_\_\_\_

In accordance with the application herein, a Utility Permit is granted to \_\_\_\_\_ to place, construct and thereafter maintain \_\_\_\_\_ on or across, or under the right of way of Township Road \_\_\_\_\_ in the location shown on the sketch which is a part of said application, or in such location as may be specified by the Township in the Special Provisions hereof.

Special Provisions:

Approved Date: \_\_\_\_\_

Township Board of Supervisors  
Lake Emma Township, Minnesota

By: \_\_\_\_\_

Township Clerk

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

Certified Check No. \_\_\_\_\_

Surety Bond No. \_\_\_\_\_

Date of S. Bond or C. Check \_\_\_\_\_

Bank or Bonding Co. \_\_\_\_\_

Deposit Made by \_\_\_\_\_