



**City of Woodland**  
20225 Cottagewood Road  
Deephaven, MN 55331  
(952) 358-9938

## Right-of-Way Permit

The right to use publicly owned rights-of-ways within the City for any private use or purpose other than the primary purpose of public travel, whether such use constitutes substantial or incidental use, may be acquired only through a permit.

This form must be signed by authorized city staff to be a valid permit. Conditions of approval (if any) will be attached by staff.

This application is for (choose one):

- Excavation Permit** to excavate part of the right-of-way and to hinder free and open passage to the right-of-way by placing facilities described therein, to the extent and for the duration specified therein.
- Obstruction Permit** to hinder free and open passage to the right-of-way by placing equipment or materials within the right-of-way. An obstruction permit is not required if a valid excavation permit is issued for the same project.
- Right-of-Way Use Permit** to place conduits, cable wires, wireless support structures, or other methods of communication above or below ground within the right-of-way. Such permit shall remain in effect for the length of time the facility is in use or unless lawfully revoked.

### APPLICANT INFORMATION

Name of Business:

Name and Title of Person Completing Form:

Address:

City:

State:

Zip Code:

Telephone:

E-Mail:

### ENCROACHMENT ELEMENT DESCRIPTION

Streets/Locations for which permit is desired:

Dates of Installation

Start:

End:

Gopher State One Call Registration Certificate Number (if applicable):

- over -

**Surface Restoration Estimate Requirement:** The permittee must contact the City’s engineer for a surface restoration estimate and include the amount with the permit application. The difference between the City’s actual cost and the estimated cost will be refunded to the permittee.

**The following items must be included with this application:**

- The applicant’s name, Gopher State One Call registration certificate number, address, and email address if applicable, and telephone and fax numbers.
- A certificate of insurance in an amount set forth in chapter 5 naming the city as an additional insured, verifying that the applicant is insured against claims for personal injury, death, or property damages associated with work in the right-of-way, and requiring 30-day notice to the city of cancellation or material modification of the policy.
- If the applicant is a corporation, a copy of the certificate required to be filed under Minnesota Statutes, section 300.06 as recorded and certified to by the Secretary of State.
- A copy of the applicant’s certificate of authority from the Minnesota Public Utilities Commission, or other authorization or approval from the applicable state or federal agency to lawfully operate, to the extent such authority is required by law to have such authorization or approval from said commission or other state or federal agency.

The undersign agrees to:

- *(Indemnification)*. Defend and indemnify the city in accordance with the provisions of Minnesota Rule 7819.1250.
- Leave at least one-half (1/2) of the street clear for the passage of vehicles.
- Guard any open excavation with substantial railings constructed and placed so as to bar all entrance to the excavation, and at night to show the limits of the railings and excavations by red lights or flares, and also to mark the limits of piles of material by such red lights or flares.
- Refill the excavation as soon as is reasonably possible in accordance with appropriate City regulations and replace paving, sidewalks and all appurtenances in at least as good condition as before the excavation. If, within one (1) year after such refilling, the City Engineer shall find any defects caused by improper excavation or improper refilling, to remedy such defects on reasonable notice. If the person doing such excavation work shall fail to remedy any defect found therein within a year after its completion, upon notice from the City Engineer, the City may cause the work to be done at his expense.
- Remove at once all rubbish and surplus earth.

IN WITNESS WHEREOF, said (owner’s print name) \_\_\_\_\_  
has set their hand

on \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Owner’s Signature)

**Corporate Acknowledgment**

STATE OF MINNESOTA }  
County of Hennepin }

THE FOREGOING WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BY \_\_\_\_\_ (OWNER OF PROPERTY)

OF \_\_\_\_\_ (OWNER'S ADDRESS), A CORPORATION UNDER THE LAWS OF THE STATE  
OF MINNESOTA, ON BEHALF OF THE CORPORATION.

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SIGNATURE OF PERSON TAKING ACKNOWLEDGMENT

NOTARY SEAL