



EXCAVATION INSTRUCTIONS

RIGHT-OF-WAY ACCESS LICENSE AND EXCAVATION PERMIT INSTRUCTIONS

Anyone excavating with the city's right-of-way must first obtain a Right-of-Way Access License. The license will run through December 31 of the calendar year. Each excavation project requires an excavation permit.

Right-of-Way Access License Requirements:

Excavators must provide the following documents:

- Right-of-Way Access License Application Packet (application, certificate of compliance with MN, worker's comp law & business Information sheet)
- \$5000.00 Surety Bond (some refer to it as a license and permit bond)
- Liability Insurance Certificate
- \$100.00 Fee

Excavation Permit Requirements:

For each project, the utility company or excavator must provide the following documents:

- Signed Excavation Permit Application
- Site location map/drawing
- \$100.00 Fee
- \$1500.00 Deposit (deposit check will be cashed and held in escrow)

If you have any questions, please contact the City of North Branch at 651-674-8113.