



OBSTRUCTION PERMIT APPLICATION

An Obstruction permit is required by a registrant to hinder free and open passage over the specified portion of traveled surface within the right-of-way limits by placing facilities required if a person already possesses a valid excavation permit for the same project. An obstruction permit is not required for obstruction of two hours for the purpose of repairing or maintaining previously installed facilities provided that the city received prior notice of the planned obstruction, that appropriate signage and traffic controls are present.

Obstruction Contractors must have a Right-of-Way Access license with the City of North Branch to obtain a permit.
(No work allowed prior to permit being approved)

APPLICATION INFORMATION

Applicant Name (please print):			
Contact Name:	Cell Phone:	Business Phone:	
Email:			
Address:	City	State	Zip

Right-of-Way Access License Holder Name (please print):			
Contact Name:	Cell Phone:	Business Phone:	
Email:			
Address:	City	State	Zip

PROJECT LOCATION

Attach detailed site drawing

Address / Intersection from to:

Applicant must provide a traffic control plan that includes that proposed work area. Applicant must have adequate supply of traffic control devices to indicate that such street/lane/sidewalk is temporally obstructed or closed. The traffic control plan must include the following:

- Proposed work area
- Obstructed area
- Traffic Control devices including: work zone signage and detour signage if necessary
- Abides by the most current edition of MN MUTCD Temporary Traffic Control field manual.
- Shall be comprehensible and logical

Advance notification shall be given to the traveling public when roads are exceeding 2500 average daily traffic (ADT). This requirement will be determined by the engineering division. If advance notification is needed, city requires the use of:

- Electronic message board(s) or equivalent static signage necessary to convey the appropriate message to the public of a closed roadway.
- Seventy-Two hour deployment of message prior to obstruction put in place
- A Detour/traffic control plan if travel cannot be maintained along the area of the obstruction.
- An erosion control/turf establishment plan must also be submitted detailing the type of erosion control, soil stabilization, seed mixture to be used for the project as outlined in the most current edition of the University of Minnesota Erosion and Sediment Control Manual.

This equipment and information shall be mobilized and provided to the city of minimum of 72 hours prior to the obstruction being put in place.

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TRAFFIC CONTROL

Attach detailed site drawing

Description of Planned Obstruction (event/reason for closure/planned activity) :

Traffic Control Plan :

Start Date:		Start Time:		Completion Date:		Completion Time:	
Total Duration:	<input type="checkbox"/> Hours	<input type="checkbox"/> Days	Overnight Closure:	<input type="checkbox"/> Yes	<input type="checkbox"/> No		

Excavation within the Right-of-Way: <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please submit the required Excavation Permit
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I hereby apply for a permit and attest to the following:

- All information on this application is complete and accurate and I agree with the requirements and procedures of the obstruction permit. Closures will not be set up without an approved permit.
- Applicant understands that if a closure involves excavation or digging in a public right of way, this permit does not substitute for a Right-of-Way Access permit.
- All work will comply with the permit requirements with the City of North Branch Code and MN State Building Code along with State and Federal laws.
- I agree to repair at my own expense and to the satisfaction of the City Engineer/Public Works Director, any damage to public or private assets which results from work be completed under this permit. Any repair work not completed by the applicant, or their designated contractor, by the time the obstruction is removed, may be undertaken by the City North Branch, or their contractor, with all applicable expenses charged to the applicant and subject to administrative fees. Contractor responsible for notifying city staff of any damages to infrastructure prior to starting work.
- Applicant assumes all liability and hold the city harmless against all claims, damages, suits, penalties, fines and liability for injury or death to persons or loss or damage to property related to any portion of the roadway closed within the city Right-of-Way.
- Company/Cooperative shall not open or disturb any Public ground or Public Way for any purpose without first having obtained a permit for the City, if required by a separate ordinance, for which the City may impose a reasonable fee.
- The applicant shall be in good standing with the City. Failure to be in good standing may result in permit denial.

Authorized Signature: _____

Date: _____

Obstruction Permit Fee \$100.00

Damage Deposit \$1500.00 (which will be cashed and held in escrow)

Office Use Only

Permit Number _____

Received Application _____

Obstruction Fee \$100.00 Received _____

Receipt Number _____

Damage Deposit Fee \$1,500.00 Received _____

Receipt Number _____

Date Approved _____

Date Completed _____

Date Denied _____

Comments: _____