

## WORK OPERATIONS REQUIREMENTS *continued ...*

### RESTORATION

It shall be further understood that the permittee will be responsible for maintenance of any failures due to settlement, erosion, lack of vegetation growth, rutting or other job related problems for two years after completion of project and Notice of Completion of work has been received by the City Engineer or designee.

All restoration work will be complete within 10 days of work completion, contact Engineering division for acceptance of restoration.

### MANHOLES

All manholes, shut-off valve covers, etc., shall be placed 1/2 inch lower than finished grade.

### DETAILS

All city details and standards are enforced under this permit. Check with the city ROW or Engineering office for more info.

### WORK HOURS

Contact the Engineering division for work hours on your project before work starts at (952) 233-9375 or (952) 233-9550.

## REGULATIONS, CODE & SAFETY

- All warning devices and barricades shall conform to the Minnesota Manual on Uniform Traffic Control Devices (MMUTCD) and city policy.
- All warning devices, barricades, flagmen and equipment shall be provided by parties or organizations performing the work under this permit, or by approved supplier registered with the city and will be placed/removed in accordance with this permit.
- All warning devices and barricades shall be placed according to provisions in the most recent edition of the MMUTCD.
- All warning devices, barricades and safety vests shall be kept clean and in good repair at all times as outlined in the MMUTCD.
- Advance warning of detours, approved by the City Engineer or designee, shall be posted no less than five working days before the detour is placed.
- Excavation shall be cribbed, sheeted and/or fenced as necessary, or as required by the City of Shakopee staff.
- Inclement weather shall not be reason for delay of work, start or suspension of the project without approval by the City Engineer or designee.

*Shakopee*  
Minnesota

City of Shakopee | 485 Gorman St., Shakopee MN 55379 | [www.ShakopeeMN.gov](http://www.ShakopeeMN.gov)  
[engineering@ShakopeeMN.gov](mailto:engineering@ShakopeeMN.gov) | (952) 233-9375 | (952) 233-9550

## WHAT YOU NEED TO KNOW...



## *Right-of-Way Permits*

### RIGHT-OF-WAY PERMIT IS REQUIRED WHEN:

- ✓ Working in a city right-of-way or easement

### PERMIT FEES

Permit fees vary based on the type of work. See the City's current fees at:

[www.ShakopeeMN.gov/feeschedule](http://www.ShakopeeMN.gov/feeschedule)

### MORE INFORMATION

More information about the City of Shakopee's right-of-way management is available in Chapter 90 of City Code.

# WORK OPERATIONS REQUIREMENTS

## PERMIT ON JOB

While work is in progress, permits or copies shall be kept on the work site in the custody of the individual in charge and shall be exhibited upon request made by any City official.

## PROVISIONS AND SPECIFICATIONS

These general provisions and specifications shall be considered as forming an integral part of each and every permit issued for operations on or within a city ROW. The work authorized by this permit shall be done at such time and in such manner as shall be consistent with the safety of the public and shall conform to all requirements and standards of the City of Shakopee as herein specified. If at any time it shall be found by the City of Shakopee that the work is not being or has not been properly performed, the permittee, upon being notified, shall immediately take the necessary steps, at their own expense, to place the work in condition to conform to said requirements or standards.

## ANNULMENT

In the event of willful failure or neglect by said permittee or their employees to perform and comply with the prescribed conditions, restrictions, and regulations, the City of Shakopee may revoke and annul this permit and order said permittee to remove any and all structures or property belonging to said permittee from the legal limits of the right-of-way, easement or City property. In the event the permittee leaves the area in a condition needing repair or reconstruction, the Public Works Department may repair such area and the costs of such repair or reconstruction shall be paid by the permittee.

## EXECUTION OF WORK & TRAFFIC

The permittee shall use diligence in the execution of the work authorized under this permit in order not to endanger or unnecessarily obstruct travel along the said roadway. Operations shall be so conducted at all times as to permit safe and reasonably free travel over the roads within the limits of the work herein prescribed. All safety measures for the free movement of traffic shall be provided by the permittee at cost.

## CONFORMITY TO LAWS

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

## REMOVAL

If at any time the permitted structure or facility shall fall from any cause whatsoever, the permittee shall have the same removed or repaired within 48 hours after receipt of written notice to do so, unless by reason of some extraordinary happening the City of Shakopee may extend such time limits.

## EXISTING FACILITIES

Permittee must protect all existing installations in the work area.

## PRIVATE PROPERTY

The permit as issued does not imply an easement or right-of-way onto private property.

## DAMAGE TO ROADWAY

If pavement or roadway is damaged, it shall be restored to its original or better condition, at the sole expense of the permittee, according to the specifications and directions of the City of Shakopee.

## QUALITY OF WORK

Finished surface, base and sub-base of road upon completion of work shall be equal to or better than specifications for original road.

## CUTTING TREES

The permission herein granted does not confer upon the permittee the right to cut, remove or destroy trees or shrubbery within the legal limits of the roadway or relieve permittee from obtaining any consent otherwise required from the owner of the property adjacent thereto.

## BORING OR JACKING

Installation of pipe under roadways shall be jacked or bored as designated by City Engineer or designee.

## CASING PIPE

Shall be required for installations exceeding 4 inches in diameter under road surface.

## PRESSURE GROUTING

Shall be required as designated by City Engineer or designee.

## DRAINAGE

All waterways and lines of drainage shall remain operative during work.

## POLE ANCHORS

No pole anchors, brace anchors or other construction shall be placed on right-of-way except by permit authorization.

## DRIVING LIMITATIONS

It is prohibited to drive onto roadway from ditch or on shoulders or over curbs where damage will occur.

## LUGS ON EQUIPMENT

No lugs shall be used on equipment traversing road, which will damage or mark the road surface.

## CLEAN-UP

Street surface and roadside shall be kept clean, neat, and presentable throughout construction as determined by City Engineer or designee.

## DUST CONTROL/STREET SWEEPING

Shall be provided, at no cost to the City, upon request of Shakopee Public Works, Police or other office/department of the city.

## TREES AND VEGETATION

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