



1685 CROSSTOWN BOULEVARD N.W. • ANDOVER, MINNESOTA 55304 • (763) 755-5100
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Applicant's Permit # _____

City Permit # _____

City of Andover
Engineering Department
1685 Crosstown Boulevard NW
Andover, MN 55304
Phone (763)755-5100

2023 APPLICATION FOR INSTALLATION OR REPAIR OF A UTILITY

(Application must be signed by the registrant if registration is required by the City Code)

Applicant: _____

Applicant's Address: _____

Contact Person: _____

Phone (office): _____

(mobile): _____

E-mail: _____

24 Hour Emergency: _____

If the installation or repair is to be performed by a sub-contractor, complete the following:

Sub-Contractor: _____

Sub-Contractor's Address: _____

Contact Person: _____

Phone (office): _____

(mobile): _____

E-mail: _____

24 Hour Emergency: _____

Construction Information

Please attached legible scaled plans and drawings of any new utility installations

Description of Work: _____

Location: _____

Surface to be Disturbed: Street Surface ___ Sidewalk ___ Boulevard ___ Parkland ___ Easement ___

Depth of Installation: _____ Dimensions and total number of excavations or pits _____

Method of Installation: _____

If joint trench, indicate linear footage of installation and include any other utilities that will be using the joint trench. If not part of joint trench, indicate linear footage of installation:

Describe Any Lane Closures or Detours: _____

Estimated Starting Date: _____ Estimated Completion Date: _____

NOTICE: *Permits with a starting date between May 1st and July 31st must be completed within 60 days.*
Permits with a starting date between August 1st and April 30th must be completed by June 30th.

Do you wish to have the City perform restoration work? Yes _____ No _____

❖ If yes, the City will require a deposit of 150% of the estimated restoration cost prior to permit issuance.

Note: The utility company is required to provide restoration within 14 days after work has been completed. The Notice of Completion form is required to be completed and submitted to the City within 14 days after restoration has been completed so a field inspection can be made by the Engineering Department. Please use your best judgment of providing temporary restoration measures immediately following the installation of the utility and please remove all utility location flags that were used to mark location of the utilities along with removing the necessary traffic control signage.

The applicant, by signing this application, agrees to comply in all aspects with the requirements of the City of Andover City Code 8, Chapter 2 or amendments thereafter and State law in performing the work and in restoring the right of way. **Incomplete applications will not be approved and will be returned to applicant.**

Applicant's Signature

Date

City of Andover Office Use Only

Application Fee: _____

Approved: _____

Date: _____

Permit Conditions: _____

* Restoration is required within 14 days after work has been completed.

* Notice of Completion Form is required to be submitted within 14 days after restoration has been completed.

* Coordinate work with others

* Utility company is responsible to repair any damaged sprinkler systems.

* Utility boxes and/or transformers are not to be located near or in front of fire hydrants (if applicable).

* Utility boxes and/or transformers are not to be located in overflow swales or maintenance vehicle access locations.

* 1 copy of the plan are required to be submitted with the permit application if sent by mail.

* Please remove all utility location flags and necessary traffic control signage when the project is completed.

Note: Permits are encouraged to be submitted by e-mail.

2023 Right-of-Way Permit Fee Worksheet							
Description of items		Quantities	Units	Fees	Sub-total		
Excavation Permit Fee			EA.	\$200.00			
Additional Excavation (paved area)			EA.	\$30.00			
Additional Excavation (unpaved area)			EA.	\$15.00			
Trench Fee	Per LF						
Directional Boring or Tunneling (in addition to excavation permit fee)			LF.	\$0.40			
Open Trenching (in addition to excavation permit fee)			LF.	\$0.55			
Overhead Installation Fee	Per LF						
(in addition to excavation permit fee)			LF.	\$0.05			
Obstruction Permit Fee			EA.	\$50.00			
Permit Extension Fee			EA.	\$55.00			
Mapping Fee (\$0 if in City format)			EA.	\$10.00			
Individual Services Installed in Right-of-Way/ Easements			EA.	\$10.00 Per service or \$250 Annual fee			
Delay Penalty (up to 3 days late)			EA.	\$60.00			
(each day late over 3 days is \$10/day)			# of Days	\$10.00			
Individual Service Work in Right of Way							
(\$10 per service)			# of services	\$10.00			
				TOTAL=			
Work within the ROW without a permit – Double the permit fee				TOTAL=			
Optional Fees Per Lot For New Developments (Urban & Rural) are as follows:							
		<u>URBAN</u>	or	<u>RURAL</u>			
Connexus Energy	\$31.00/Lot			\$35.00/Lot	x # () of Lots =		
CenterPoint Energy	\$39.00/Lot			\$60.00/Lot	x # () of Lots =		
CenturyLink	\$24.00/Lot			\$40.00/Lot	x # () of Lots =		
Comcast	\$34.00/Lot			\$47.00/Lot	x # () of Lots =		