



STORMWATER UTILITY Permit No. _____
Building Department 934-0662 or Department of Public Works 934-0670
PERMIT TO WORK WITHIN CITY PROPERTY/RIGHT-OF-WAY/EASEMENTS
OBSTRUCTION ____ EXCAVATION ____

1. Location _____

(Street, property address or legal description, or distance and direction from nearest public street intersection)

2. Nature of work _____

DESCRIPTION: Please include a detailed description and drawing of the project and project work, including identification of obstructions/structures to be placed, and size and depth of excavation.

3. Indicate below the items to be affected/disturbed and include information on drawing or plan of work to be done.

- Curb & Gutter/Driveway Pond/Wetlands Street Surface Traffic Control Devices/Signs
 Drainage Private Utilities (gas, phone, cable) Structures/Buildings Trees
 Established Turf Public Utilities (sewer, water, electric) Trail/Sidewalk Other

4. Method of installation or construction _____

5. Work to start on or after _____ and shall be completed within 90 days unless an extension granted.

_____ Date by _____ Staff

6. Are lane closures or detouring of traffic necessary? No Yes If yes, state duration and suggested route for each instance: (attach detour map) _____

DETOURS: All detour plans are required as part of this permit and must be pre-approved in writing by the Department of Public Works. The Department of Public Works shall be notified in writing at least 3 working days in advance of any approved detour being established, changed, or discontinued.

Name of applicant _____ Phone _____
Please Print

Address _____ Street _____ City _____ State _____ Zip _____

Name of party or organization performing work _____
 Gopher one-call ticket # _____ E-mail address _____ @ _____
 Contact person _____ Emergency (24 Hr.) Phone _____

Address _____ Street _____ City _____ State _____ Zip _____ Day Phone _____
 Fax _____

The undersigned understands and accepts the terms and condensation of this permit and agrees to fully comply with all rules, standards and ordinances regulating work within the right-of-way. The permittee agrees to provide an instrument of surety in the amount of \$3,000.00 through the following options: Surety Bond, Cash, Certified Check or Letter of Credit any of which must be returned or released upon work completion that meets all rules, standards and ordinances verified through a final inspection.

Signed _____ Title _____ Date _____

All legal requirements shown on attached pages are to be complied with. A final inspection is required with each permit. Please provide a 4- hour notice for any inspections. To set up an appointment please call the Stormwater Utility at 934-0670.

CITY USE ONLY Authorization of Permit _____

Financial Security Amount \$ _____ Type of Surety _____

Fee \$ _____ Receipt No. _____ Permit No. _____

Surety \$ _____ Receipt No. _____

In consideration of agreement to comply in all respects with the regulations and codes of the City of Saint Peter covering such operations, and pursuant to authorization duly given by said City of Saint Peter, permission is hereby granted for the work to be done as described in the above application with said work to be done in accordance with special provisions as hereby stated: Approved By _____ Date _____

Inspections Meets Compliance: No further work is required.
 Does not meet compliance. Follow up work is needed. _____

Inspected by: _____ Date: _____



STORMWATER UTILITY CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS

NOTE: EROSION CONTROL MEASURES ARE REQUIRED. EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO EXCAVATING OR A STOP WORK ORDER WILL BE ISSUED. IF AN ENTRANCE TO THE LOT IS DESIRED, A ROCK ENTRANCE WILL BE REQUIRED.

All construction site activity in the City of St. Peter shall include the necessary precautions to control and mitigate the erosion of soil, sediment, silt, gravel, or other material onto adjacent roadways and properties. The Property Owner and/or Permit Holder for the construction site shall be responsible for complying with the requirements set forth below, including activities by subcontractors, suppliers, or others involved with the construction project. The list represents minimum requirements for all sites – larger projects or projects located on erosion prone or erosion sensitive sites may be subject to additional measures at the discretion of the Building Department or the Stormwater Utility.

1. Construction sites will be required to install erosion control measures. For more severe erosion problems, additional measures shall be taken, such as installing hay bales, constructing berms, or sediment traps, or other actions, which reduce or eliminate erosion from the site. Should an access onto the site be desired, a rock entrance (Standard Detail Plate No: 3005) will be required. The silt fence shall be dug in or installed (Standard Detail Plate No: 3003 or 3004) to protect the adjacent properties and be maintained until all lawn or landscaping is installed.
2. The Minnesota Pollution Control Agency (MPCA) has determined that soil surfaces or spoil banks that remain exposed without a protective cover will have 14 days to provide temporary or permanent stabilization.
3. The MPCA has determined that all areas disturbed by excavation and backfilling operations which exposed soil must be stabilized no later than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
4. All materials, tracked or otherwise deposited on roadways adjacent to a construction site or on roadways being used as haul routes for material being delivered to or removed from a site, shall be cleaned daily, unless more frequent cleaning is required by the Stormwater Utility.
5. All material, which is deposited on adjacent roadways as a result of a precipitation event, shall be removed, including the cleaning of storm sewer or overland drainage ditches, within 24 hours following the event.
6. Should the Property Owner/Permit Holder fail to clean the material from the roadway as needed/directed or fail to install the appropriate erosion control measures, the following steps may be taken:
 - a. A Stop Work Warning will be issued on the project and a 24-hour period will be allowed for repair. If the problem still exists and is not corrected in the timeframe offered, a Stop Work Order will be issued until the necessary cleaning and/or installation of erosion control measures is complete.
 - b. The City will contract for the necessary cleaning and installation of erosion control measures and bill the Property Owner/Permit Holder for said work. In the case of a Building Permit being issued, a Certificate of Occupancy will not be issued until such time as payment(s) for the work has been made.
 - c. Issuance of additional permits to the Permit Holder for other construction projects within the City of St. Peter will be withheld until such time as corrective action is completed.

I, _____, the Property Owner/Permit Holder for the construction activity taking
Name

place at _____ in the City of St. Peter declares that I have read,
Address

Understood, and will abide by the conditions listed above regarding Erosion Control on this project.

Signed

Date

Telephone Number

2013 Minnesota Statutes – Excavation

216D.03 NOTIFICATION CENTER.

Subdivision 1. Participation.

An operator shall participate in and share in the costs of one statewide notification center operated by a vendor selected under subdivision 2.

Subd. 2. Establishment of notification center; rules.

(a) The notification center services must be provided by a nonprofit corporation approved in writing by the commissioner. The nonprofit corporation must be governed by a board of directors of up to 20 members, one of whom is the director of the Office of Pipeline Safety. The other board members must represent and be elected by operators, excavators, and other persons eligible to participate in the center. In deciding to approve a nonprofit corporation, the commissioner shall consider whether it meets the requirements of this paragraph and whether it demonstrates that it has the ability to contract for and implement the notification center service.

(b) The commissioner shall adopt rules:

(1) establishing a notification process and competitive bidding procedure for selecting a vendor to provide the notification service;

(2) governing the operating procedures and technology needed for a statewide notification center; and

(3) setting forth the method for assessing the cost of the service among operators.

(c) The commissioner shall select a vendor to provide the notification center service. The commissioner may advertise for bids as provided in section [16C.06](#), subdivisions 1 and 2, and base the selection of a vendor on best value as provided in section [16C.06, subdivision 6](#). The commissioner shall select and contract with the vendor to provide the notification center service, but all costs of the center must be paid by the operators. The commissioner may at any time appoint a task force to advise on the renewal of the contract or any other matter involving the center's operations.

(d) An operator may submit a bid and be selected to contract to provide the notification center service under paragraph (a) or (c). The commissioner shall annually review the services provided by the nonprofit corporation approved under paragraph (a) or the vendor selected under paragraph (c).

Subd. 3. Cooperation with local government.

In establishing operating procedures and technology for the statewide notification center, the board of directors or the commissioner must work in cooperation with the League of Minnesota Cities, the Association of Minnesota Counties, and the Township Officers' Association. The purpose of this cooperation is to maximize the participation of local governmental units that issue permits for activities involving excavation to assure that excavators receive notice of and comply with the requirements of sections [216D.01](#) to [216D.07](#).

Subd. 4. Notice to local government.

The notification center shall provide local governmental units with a master list, by county, of the operators in the county who are participants in the notification center, and the telephone number and mailing address of the notification center.

History: [1987 c 353 s 9](#); [1997 c 187 art 1 s 15](#); [1998 c 386 art 2 s 69](#)

216D.04 EXCAVATION; LAND SURVEY.

Subdivision 1. Notice required; contents.

(a) Except in an emergency, an excavator shall and a land surveyor may contact the notification center and provide notice at least 48 hours, excluding Saturdays, Sundays, and holidays and not more than 14 calendar days before beginning any excavation or boundary survey. An excavation or boundary survey begins, for purposes of

this requirement, the first time excavation or a boundary survey occurs in an area that was not previously identified by the excavator or land surveyor in the notice.

(b) The notice may be oral or written, and must contain the following information:

- (1) the name of the individual providing the notice;
- (2) the precise location of the proposed area of excavation or survey;
- (3) the name, address, and telephone number of the individual or individual's company;
- (4) the field telephone number, if one is available;
- (5) the type and extent of the activity;
- (6) whether or not the discharge of explosives is anticipated;
- (7) the date and time when the excavation or survey is to commence; and
- (8) the estimated duration of the activity.

Subd. 1a.Plans for excavation.

(a) Any person, prior to soliciting bids or entering into a contract for excavation, shall provide a proposed notice to the notification center to obtain from the affected operators of underground facilities the type, size, and general location of underground facilities. Affected operators shall provide the information within 15 working days. An operator who provides information to a person who is not a unit of government may indicate any portions of the information which are proprietary and may require the person to provide appropriate confidentiality protection. The information obtained from affected operators must be submitted on the final drawing used for the bid or contract and must depict the utility quality level of that information. This information must be updated not more than 90 days before completion of the final drawing used for the bid or contract.

(b) This subdivision does not apply to bids and contracts for:

- (1) routine maintenance of underground facilities or installation, maintenance, or repair of service lines;
- (2) excavation for operators of underground facilities performed on a unit of work or similar basis; or
- (3) excavation for home construction and projects by home owners.

(c) A person required by this section to show existing underground facilities on its drawings shall conduct one or more preliminary design meetings during the design phase to communicate the project design and coordinate utility relocation. Affected facility operators shall attend these meetings or make other arrangements to provide information.

(d) A person required by this section to show existing underground facilities on its drawings shall conduct one or more preconstruction meetings to communicate the project design and coordinate utility relocation. Affected facility operators and contractors shall attend these meetings or make other arrangements to provide information.

(e) This subdivision does not affect the obligation to provide a notice of excavation as required under subdivision 1.

Subd. 2.Duties of notification center; regarding notice.

The notification center shall assign an inquiry identification number to each notice and retain a record of all notices received for at least six years. The center shall immediately transmit the information contained in a notice to every operator that has an underground facility in the area of the proposed excavation or boundary survey.

Subd. 3.Locating underground facility; operator.

(a) Prior to the excavation start time on the notice, an operator shall locate and mark or otherwise provide the approximate horizontal location of the underground facilities of the operator and provide readily available

information regarding the operator's abandoned and out-of-service underground facilities as shown on maps, drawings, diagrams, or other records used in the operator's normal course of business, without cost to the excavator. The excavator shall determine the precise location of the underground facility, without damage, before excavating within two feet of the marked location of the underground facility.

(b) Within 96 hours or the time specified in the notice, whichever is later, after receiving a notice for boundary survey from the notification center, excluding Saturdays, Sundays, and holidays, unless otherwise agreed to between the land surveyor and operator, an operator shall locate and mark or otherwise provide the approximate horizontal location of the underground facilities of the operator, without cost to the land surveyor.

(c) For the purpose of this section, the approximate horizontal location of the underground facilities is a strip of land two feet on either side of the underground facilities.

(d) Markers used to designate the approximate location of underground facilities must follow the current color code standard used by the American Public Works Association.

(e) If the operator cannot complete marking of the excavation or boundary survey area before the excavation or boundary survey start time stated in the notice, the operator shall promptly contact the excavator or land surveyor.

(f) After December 31, 1998, operators shall maintain maps, drawings, diagrams, or other records of any underground facility abandoned or out-of-service after December 31, 1998.

(g) An operator or other person providing information pursuant to this subdivision is not responsible to any person, for any costs, claims, or damages for information provided in good faith regarding abandoned, out-of-service, or private or customer-owned underground facilities.

Subd. 4. Locating underground facility; excavator or land surveyor.

(a) The excavator or land surveyor shall determine the precise location of the underground facility, without damage, before excavating within two feet on either side of the marked location of the underground facility.

(b) If the excavator or land surveyor cancels the excavation or boundary survey, the excavator or land surveyor shall cancel the notice through the notification center.

(c) The notice is valid for 14 calendar days from the start time stated on the notice. If the activity will continue after the expiration time, then the person responsible for the activity shall serve an additional notice at least 48 hours, excluding Saturdays, Sundays, and holidays, before the expiration time of the original notice, unless the excavator makes arrangements with the operators affected to periodically verify or refresh the marks, in which case the notice is valid for six months from the start time stated on the notice.

(d) The excavator is responsible for reasonably protecting and preserving the marks until no longer required for proper and safe excavation near the underground facility. If the excavator has reason to believe the marks are obliterated, obscured, missing, or incorrect, the excavator shall notify the facility operator or notification center in order to have an operator verify or refresh the marks.

History: 1987 c 353 s 10; 1992 c 493 s 5; 1993 c 341 art 1 s 21; 1997 c 196 s 1; 1998 c 348 s 1-3; 2004 c 163 s 2-6

216D.05 PRECAUTIONS TO AVOID DAMAGE.

An excavator shall:

(1) plan the excavation to avoid damage to and minimize interference with underground facilities in and near the construction area;

(2) use white markings for proposed excavations except where it can be shown that it is not practical;

(3) maintain a clearance between an underground facility and the cutting edge or point of any mechanized equipment, considering the known limit of control of the cutting edge or point to avoid damage to the facility;

(4) provide support for underground facilities in and near the construction area, including during backfill operations, to protect the facilities; and

(5) conduct the excavation in a careful and prudent manner.

History: 1987 c 353 s 11; 1998 c 348 s 4; 2004 c 163 s 7

216D.06 DAMAGE TO FACILITY.

Subdivision 1. Notice; repair.

(a) If any damage occurs to an underground facility or its protective covering, the excavator shall notify the operator promptly. When the operator receives a damage notice, the operator shall promptly dispatch personnel to the damage area to investigate. If the damage results in the escape of any flammable, toxic, or corrosive gas or liquid or endangers life, health, or property, the excavator responsible shall immediately notify the operator and the 911 public safety answering point, as defined in section 403.02, subdivision 19, and take immediate action to protect the public and property. The excavator shall also attempt to minimize the hazard until arrival of the operator's personnel or until emergency responders have arrived and completed their assessment. The 911 public safety answering point shall maintain a response plan for notifications generated by this section.

(b) An excavator shall delay backfilling in the immediate area of the damaged underground facilities until the damage has been investigated by the operator, unless the operator authorizes otherwise. The repair of damage must be performed by the operator or by qualified personnel authorized by the operator.

(c) An excavator who knowingly damages an underground facility, and who does not notify the operator as soon as reasonably possible or who backfills in violation of paragraph (b), is guilty of a misdemeanor.

Subd. 2. Cost reimbursement.

(a) If an excavator damages an underground facility, the excavator shall reimburse the operator for the cost of necessary repairs, and for a pipeline the cost of the product that was being carried in the pipeline and was lost as a direct result of the damage.

(b) Reimbursement is not required if the damage to the underground facility was caused by the sole negligence of the operator or the operator failed to comply with section 216D.04, subdivision 3.

Subd. 3. Prima facie evidence of negligence.

It is prima facie evidence of the excavator's negligence in a civil court action if damage to the underground facilities of an operator resulted from excavation, and the excavator failed to give an excavation notice under section 216D.04 or provide support as required by section 216D.05.

History: 1987 c 353 s 12; 1999 c 43 s 1

216D.07 EFFECT ON LOCAL ORDINANCES.

(a) Sections 216D.01 to 216D.07 do not affect or impair local ordinances, charters, or other provisions of law requiring permits to be obtained before excavating.

(b) A person with a permit for excavation from the state or a public agency is subject to sections 216D.01 to 216D.07. The state or public agency that issued a permit for excavation is not liable for the actions of an excavator who fails to comply with sections 216D.01 to 216D.07.

History: 1987 c 353 s 13