

**CITY OF OWATONNA**  
**ENGINEERING DEPARTMENT**

Phone: (507) 444-4350

540 West Hills Circle  
Owatonna, MN 55060

Email: PublicWorks@ci.owatonna.mn.us

**APPLICATION FOR RIGHT-OF-WAY (UTILITY) PERMIT**  
**TO WORK WITHIN CITY OF OWATONNA PUBLIC RIGHT OF WAY**

NAME OF APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

CONTACT EMAIL: \_\_\_\_\_

NATURE OF WORK: \_\_\_\_\_

TYPE OF SURFACE TO BE DISTURBED: \_\_\_\_\_

STREET: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

LOCATION OF UTILITY: \_\_\_\_\_  
(sketch/plan required)

SIZE AND KIND OF PIPE OR CONDUIT: \_\_\_\_\_ DEPTH FROM SURFACE: \_\_\_\_\_

METHOD OF INSTALLATION/CONSTRUCTION: \_\_\_\_\_  
(open trench, boring, jacking, etc.)

START DATE: \_\_\_\_\_ APPROXIMATE COMPLETION DATE: \_\_\_\_\_

TRAFFIC DETOURING NECESSARY:      YES      NO

LENGTH OF TIME STREET WILL BE CLOSED: \_\_\_\_\_

I, We, the undersigned, herewith accept the terms and conditions of the City of Owatonna and agree to fully comply therewith to the satisfaction of the City Engineer.

**DATE:** \_\_\_\_\_ **APPLICANT SIGNATURE:** \_\_\_\_\_

In consideration of applicant's agreement to comply in all respects with the general conditions and provisions of the City of Owatonna covering such operations, permission is hereby granted for the work to be done as described in the above application and in accordance with **Special Provisions** as hereby stated:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DATE:** \_\_\_\_\_ **APPROVED BY:** \_\_\_\_\_ **PERMIT NO.:** \_\_\_\_\_  
City Engineer



# ROW FEES

City of Owatonna  
Public Works Dept.  
540 West Hills Circle  
Owatonna MN 55060

Date \_\_\_\_\_

**Bill To:**

Contact: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, ST, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

Quantity	Description	Unit Price	Amount
	Excavation Permit Fee	\$125.00	\$ _____
	Hole - Each	\$95.00	\$ _____
	Emergency Hole - Additional to Hole Fee	\$70.00	\$ _____
	Trench - Bore \$20/100 Lin.Ft.	\$0.20	\$ _____
	Obstruction Permit Fee - Up to 14 days	\$50.00	\$ _____
	Additional Days - Each Day	\$7.50	\$ _____
	Permit Extension Fee	\$50.00	\$ _____

**\*All projects required to comply with Stormwater Management Code 52.25**

Total \$ \_\_\_\_\_

Make all checks payable to City of Owatonna. If you have any questions concerning these fees, contact our office at 507-444-4350. Thank you for your business!

Account Code EA-32281 Paid by Check \_\_\_\_\_ Cash \_\_\_\_\_