

**RIGHT-OF-WAY WORK PERMIT**  
**LYNDEN TOWNSHIP, STEARNS COUNTY, MINNESOTA**  
21367 County Road 44, Clearwater, MN 55320

Telephone 320-774-8507 | Web: [www.lyndentownship.net](http://www.lyndentownship.net) | Email: [clerk@lyndenmn.gov](mailto:clerk@lyndenmn.gov)  
Pursuant to *Lynden Township Ordinance 12*, a permit application and fee (\$150) is required for ANY excavation, installation, or other work in the Lynden Township Right-of-Way.  
Permit fee (\$150) and other fees MAY be waived if the work benefits Lynden Township (“Township”).

**Permit Applicant**

**Name:** \_\_\_\_\_

\_\_\_\_\_  
Address City State Zip  
Email: \_\_\_\_\_ Telephone No. \_\_\_\_\_

**Work Location:**

\_\_\_\_\_  
Address City State Zip  
**Gopher State One Call (GSOC) Ticket #** \_\_\_\_\_ **Date** \_\_\_\_\_

**Describe Work** (Specify above ground placements, i.e. cabinets, pedestals, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

**Underground? Y N | Roadway or Shoulder disturbed? Y N | Traffic restricted? Y N**  
**A MAP OR DRAWING SHALL ACCOMPANY THE PERMIT APPLICATION**

**Expected**  
**Start Date:** \_\_\_\_\_

**Expected Restoration**  
**Completion Date:** \_\_\_\_\_

**General Information**

Pursuant to *Lynden Township Ordinance 12*, “*Ordinance 12*”, a RIGHT-OF-WAY WORK PERMIT, “permit”, must be submitted for each Lynden Township Road on which work will be performed, prior to any work within the right-of-way by any person or utility/contractor. Emergency conditions which threaten the safety of the public and require immediate repair are an exceptions to this rule. In an emergency, the person or utility/contractor, is permitted to begin and/or complete the necessary repairs, but must call and leave word of such work as soon as possible with Lynden Township Clerk or Supervisor at **320-774-8507** or **Email: [clerk@lyndentownship.net](mailto:clerk@lyndentownship.net)**. A written permit must be completed and delivered to the Lynden Township Clerk or Supervisor by 12 noon, the next business day. Township will not invoice for fee of \$150.

**Authorization of Permit**

1. In consideration of the applicant’s agreement to comply in all respects with *Lynden Township Ordinance 12*, hereby incorporated by reference to this agreement, and regulations of the Township covering such operations, permission is hereby granted for the work to be done as described in the above application upon \$150 fee payment. Work is to be done in accordance with *Ordinance 12*, the general conditions listed, and the special conditions required as attached. ***It shall be the responsibility of the applicant to abide by the Ordinance and any special conditions listed with the permit.***
2. All modifications and/or adjustments necessary to item(s) installed under this permit due to future roadway improvements, utility improvements, utility failures, etc. shall be born solely by the permittee owner with no compensation by Lynden Township, Stearns County, Minnesota.
3. **A map or drawing shall accompany each copy of the permit application**, which will show the location of the proposed work with reference to the township road centerline and right-of-way line. **A COMPLETE SET OF PLANS IS REQUIRED FOR ALL SEWER/WATER PROJECTS.**

4. It is expressly understood, that this permit is conditioned upon replacement or restoration of the Township Road and its right-of-way to their original or to a satisfactory condition. It is further understood that this permit is issued subject to the approval of local city or county authorities having joint supervision over said street or highway.
5. **Encroachment Agreement:** An Encroachment Agreement in addition to this permit may be required at the discretion of the Township which will require a Construction Performance Bond or Letter of Credit, among other financial and insurance requirements under *Ordinance 12*.
6. Any privately owned utility in the right-of-way is the responsibility of the permittee. The permittee is responsible for all GOPHER ONE CALL locates. Any damage to unlocated private utilities by a public utility, during a permitted construction is the responsibility of the permittee.
7. **The Township reserves the right to revoke any utility permit and halt work if, upon inspection of any job site, the conditions, terms of the Ordinance and/or special conditions listed or referenced on this form are not met and/or a hazard exists for the applicant or public safety is threatened.**

I/we, the under-signed permit applicant, accept the terms and conditions of this permit issued by the Town of Lynden and agree to fully comply with *Ordinance 12* and this permit to the satisfaction of the Township. Furthermore, I/we agree to indemnify, save, defend and hold harmless from any demands, claims or suits, Lynden Township, its officials, and employees from any liability for any injury or damage arising out of the actions or omissions of the permit applicant, its agents or sub-contractors, in performance of the work; or, arising out of the granting of the permit; or, any expense whatsoever incurred by the Town, incident to a claim or action brought or commenced by any person or entity arising therefrom.

Applicant Signature: \_\_\_\_\_ Applicant Printed Name: \_\_\_\_\_  
 Email: \_\_\_\_\_ Telephone No. \_\_\_\_\_  
 Dated: \_\_\_\_\_

Township Official Signature: \_\_\_\_\_ Township Official Name: \_\_\_\_\_

**AFTER ALL WORK & RESTORATION IS COMPLETED, SIGN, DATE AND RETURN THIS FORM TO:**

Lynden Township, c/o Clerk Jenny Schmidt, 20517 Woodbine Road, Clearwater, MN 55320

Applicant Signature: \_\_\_\_\_ Applicant Printed Name: \_\_\_\_\_

DATE WORK & RESTORATION COMPLETED: \_\_\_\_\_

Township Official Signature: \_\_\_\_\_ Township Official Name: \_\_\_\_\_  
**FINAL INSPECTION:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	Utility Permit <input type="checkbox"/> ; Other Permit <input type="checkbox"/> ; ENCR AGGRMT NEEDED <input type="checkbox"/>	<i>Rev 11-8-2018</i>
Permit Number _____	Town Road Name or Specific Address _____	
Permit Fee Required \$150.00	Paid \$ _____	Chk# _____ Date: _____

## Special Conditions