

APPLICATION FOR
UTILITY TAP
PERMIT

CITY OF BROOKLYN PARK RIGHT-OF-WAY PERMIT REQUIREMENTS

- 1) Fill out application form. (96.41)
- 2) Plan approval by Engineering Department. (96.41)
- 3) Submit Certificate of Insurance.

General Liability/Business Auto - \$1,500,000 Policy (96.45)
Workers Comp. - Per Statute 176.182
- 4) Submit a Permit Bond (minimum \$5,000.00) that speaks of the type of work. (96.44)
- 5) Pay the permit fee. (96.43) **NO REFUNDS.**
- 6) Use proper traffic control when working in or adjacent to streets. (96.01)
 - a) Short term: MnDOT Appendix "B"
 - b) Long term or roadway closure: Submit plan to Traffic Engineer
- 7) Follow City Ordinance 96.40.
- 8) Obtain all other State, County, Municipal or Miscellaneous Permits.
- 9) Schedule Inspection. Call Craig Runnakko (763) 493-8109 or (763) 493-8100. (96.21) or e-mail craig.runnakko@brooklynpark.org

RW
Permit # _____

Date _____

CITY OF BROOKLYN PARK
RIGHT-OF-WAY/UTILITY TAP PERMIT

(in accordance with ordinances 96.40, 99.16, 100.17)

I, _____ representing _____,

hereby request permission from the City of Brooklyn Park to enter onto the City right-of-way or easement for the purposes of _____

at _____.

I understand I must contact the Engineering Department prior to starting work. Any damage done within the City Right-of-Way shall be my responsibility to repair to the satisfaction of the Brooklyn Park Engineering Department.

I intend to start work by _____ and will complete the work by _____.

I further understand that I must comply with all sections of ordinance 96.40 including furnishing all barricades, temporary fencing, warning flashers, and trench protection necessary for the protection of the public.

Provisions:

Insurance

Bond

Name

Title

Telephone

E-mail Address

Approved _____

City of Brooklyn Park

Engineering

craig.runnakko@brooklynpark.org

or phone: (763) 493-8109 or (763) 493-8100

Inspected By _____

Date _____

January 1995

ENGINEERING PERMIT REQUIREMENTS

BOND CHECKLIST FOR RIGHT OF WAY AND EXCAVATION/RECLAMATION PERMITS

The following memo is a general checklist to assist technicians in their attempt to identify the most important aspects of bond verification.

Normally the bond will consist of three pages:

- A) The bond itself.
- B) Corporate acknowledgement of contractor and surety.
- C) Power of attorney certification.

A) Regarding the bond itself we need to ascertain the following information:

1. The bond must be described as a **permit** bond.
2. It must be identified with a reference or claim number.
3. It must identify the principal (contractor) and the surety co.
4. It must identify them both as being bound to the owner (city).
5. The amount of the bond should be an amount as specified on the permit. The dollar amounts should be identified numerically in addition to being written out with words.
6. The permit bond should be specific as to the description of the type of work to be constructed (such as utility tap, street/curb/sidewalk cut, excavation/restoration).
7. The bond shall be good for at least one (1) year and begin on the date of the final inspection or testing as noted on the permit. Bonds that run continuous until cancelled will also be accepted.
8. The bond must be dated and signed by an authorized officer of the principal and by a representative of the surety (attorney-in-fact).
9. The bond should have a corporate seal which clearly identifies the surety co. Often times the principal chooses to affix their corporate seal as well.

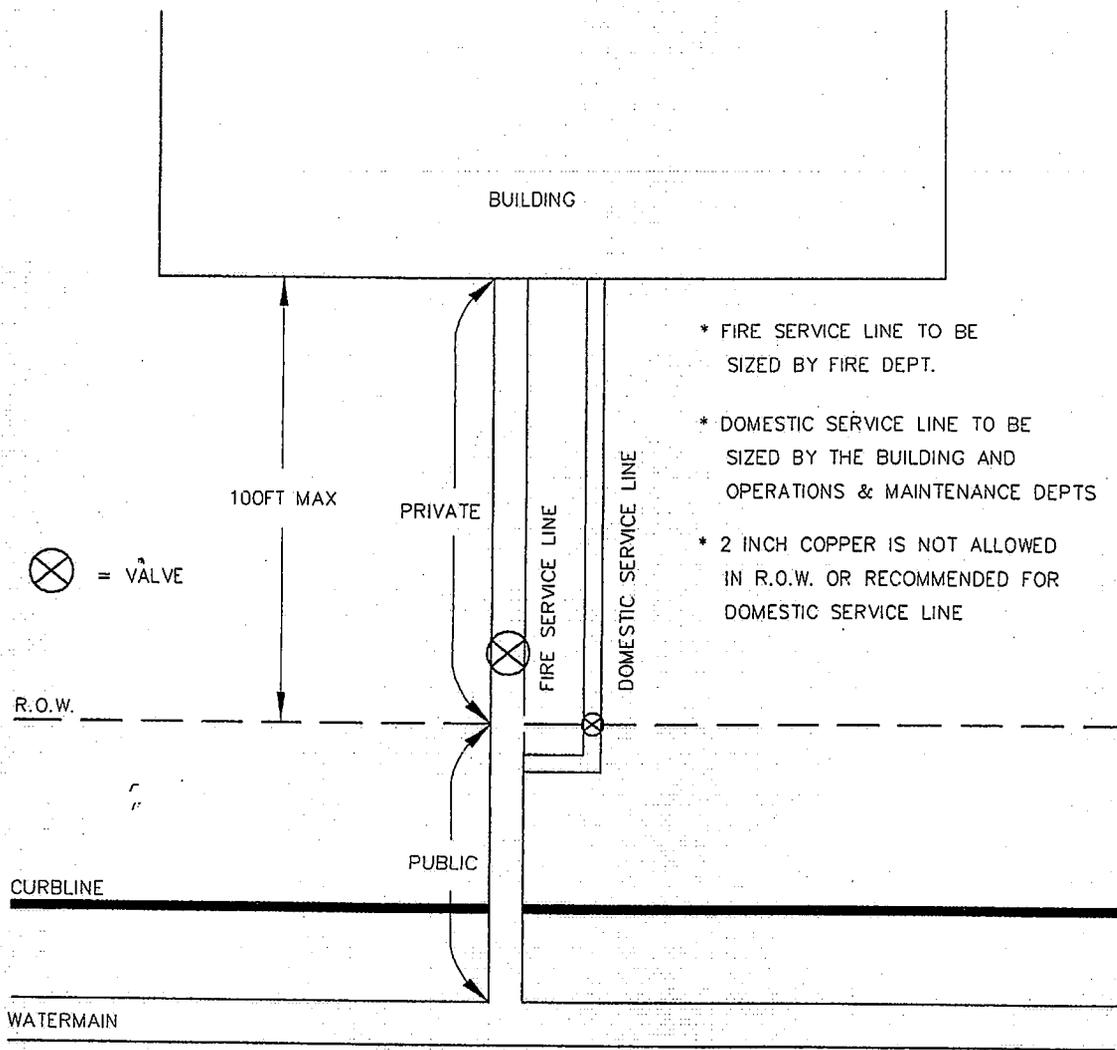
B) Regarding the corporate acknowledgement:

1. This is a standard form which is signed and dated by the principal and the attorney-in-fact representing the surety.

2. The dates are to be the same as on the bond itself.
3. The signatures are to be notarized by a notary whose commission has not expired. The notary is in fact stating that the individuals who signed the bond are the same people who signed the corporate acknowledgement.
4. The surety must be registered to do business in the State of Minnesota.

C) The power of attorney certification:

1. This is page three (3) and is generally a standard form.
2. It is a surety authorization, naming various individuals to sign and legally bind the bonding company.
3. The individual who signed page one, (bond) and page two, (the corporate acknowledgement) must also be listed on the certification (page three). This certification also describes the instruments that this individual is authorized to sign.
4. Page three (3) also has an assigned reference or claim number with an affixed corporate seal of the surety.
5. The certification date on this document must be the same as on the bond and the corporate acknowledgement.



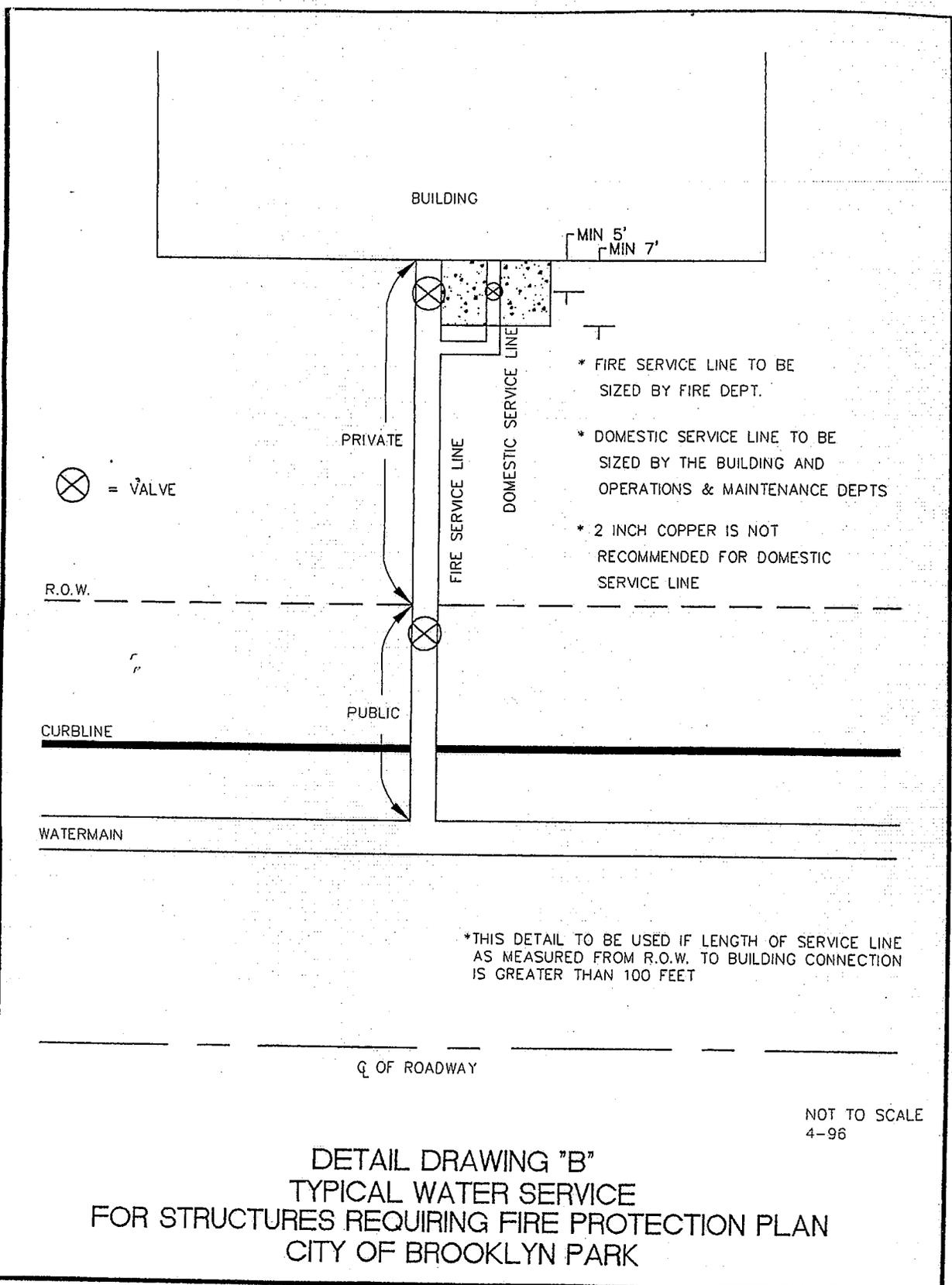
- * FIRE SERVICE LINE TO BE SIZED BY FIRE DEPT.
- * DOMESTIC SERVICE LINE TO BE SIZED BY THE BUILDING AND OPERATIONS & MAINTENANCE DEPTS
- * 2 INCH COPPER IS NOT ALLOWED IN R.O.W. OR RECOMMENDED FOR DOMESTIC SERVICE LINE

*THIS DETAIL TO BE USED IF LENGTH OF SERVICE LINE AS MEASURED FROM R.O.W. TO BUILDING CONNECTION IS 100 FEET OR LESS

Q OF ROADWAY

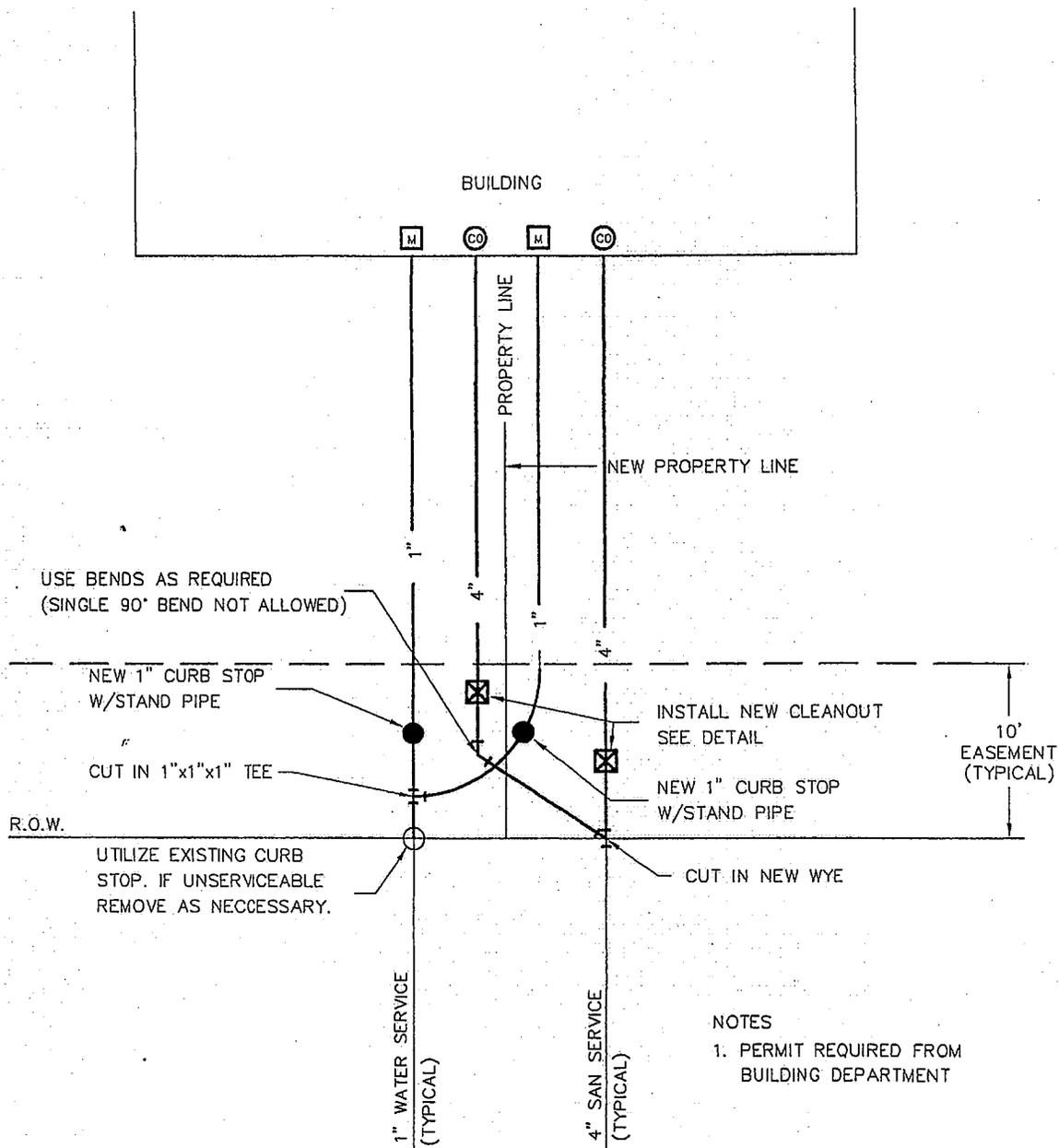
NOT TO SCALE
4-96

DETAIL DRAWING "A"
TYPICAL WATER SERVICE
FOR STRUCTURES REQUIRING FIRE PROTECTION PLAN
CITY OF BROOKLYN PARK



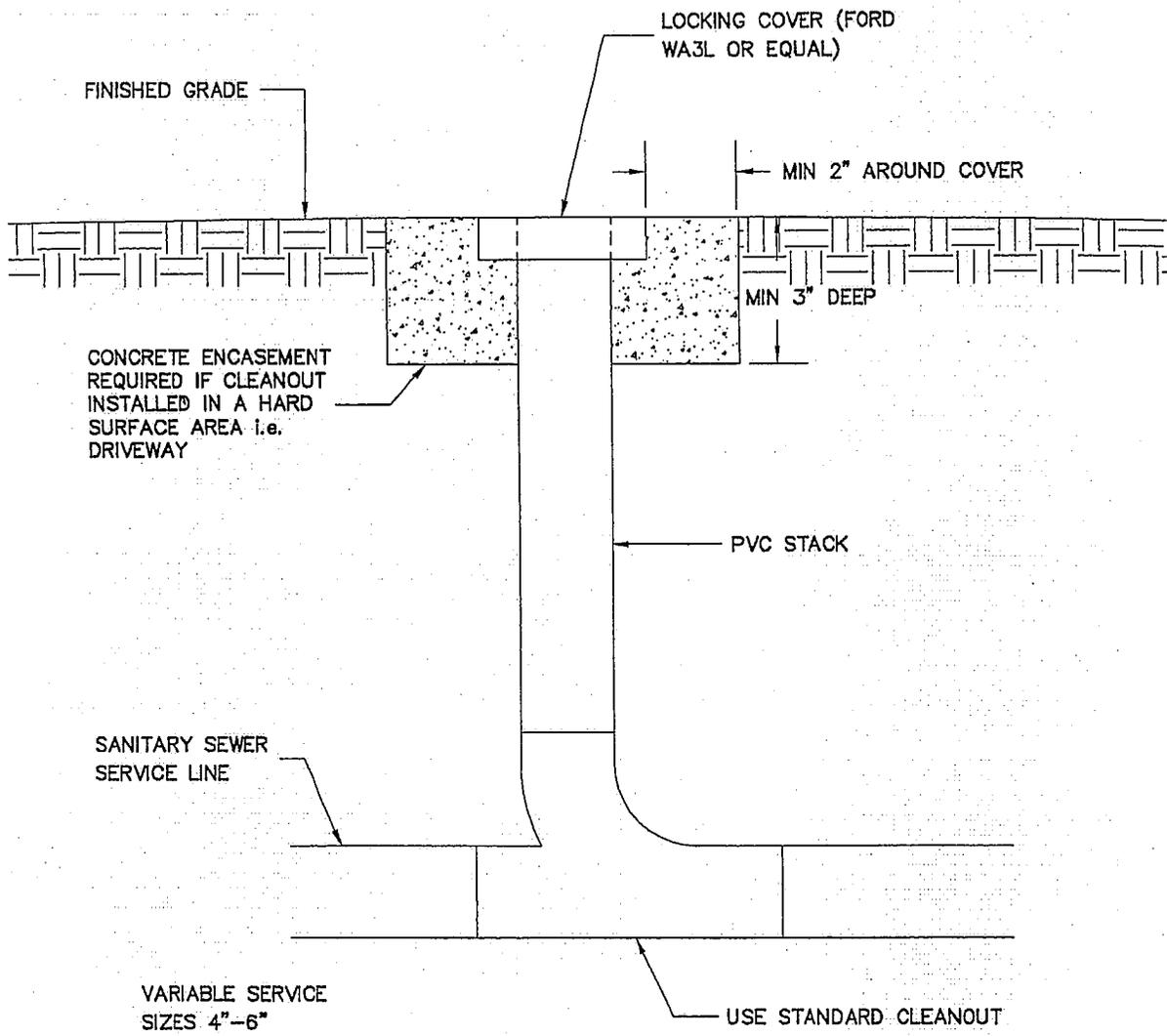
NOT TO SCALE
4-96

DETAIL DRAWING "B"
TYPICAL WATER SERVICE
FOR STRUCTURES REQUIRING FIRE PROTECTION PLAN
CITY OF BROOKLYN PARK



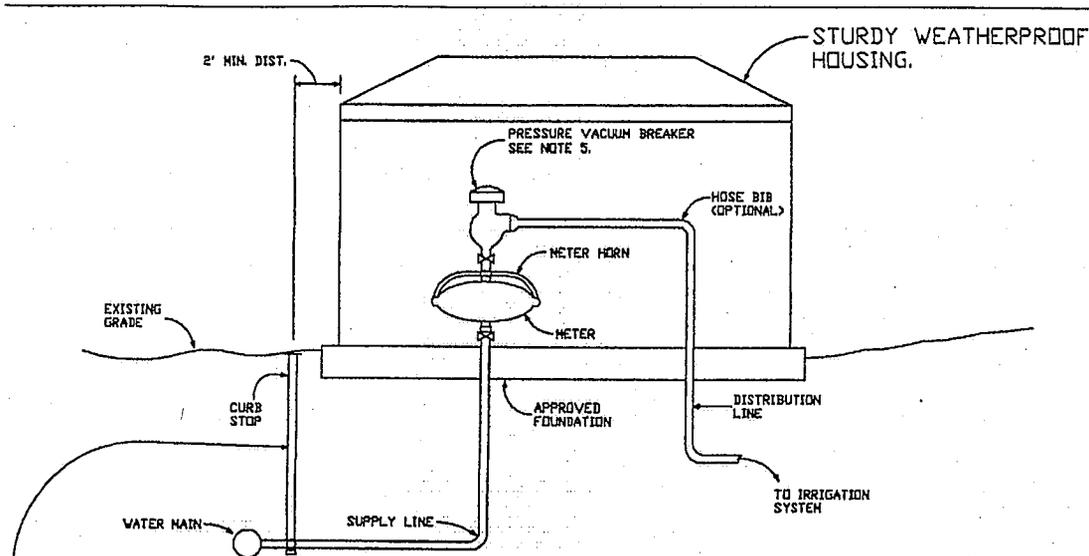
**DUPLEX SEWER AND WATER UTILITY SPLIT
TYPICAL DETAIL DRAWING
CITY OF BROOKLYN PARK**

NOT TO SCALE
2-2001



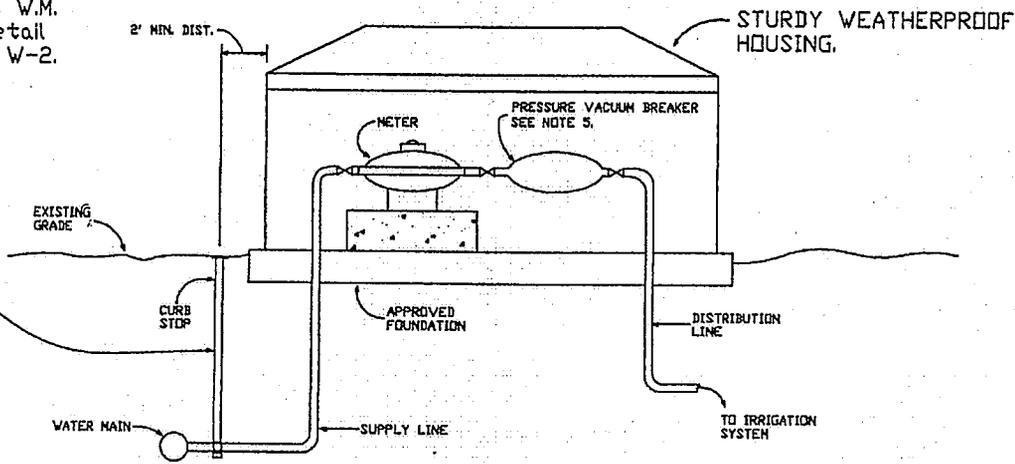
NOT TO SCALE
4-96

**DUPLEX SEWER AND WATER UTILITY SPLIT
DETAIL DRAWING 2/2
CITY OF BROOKLYN PARK**



TYPICAL FOR 5/8" TO 1".

See City of
B.P. Std. W.M.
spec. detail
drawing W-2.

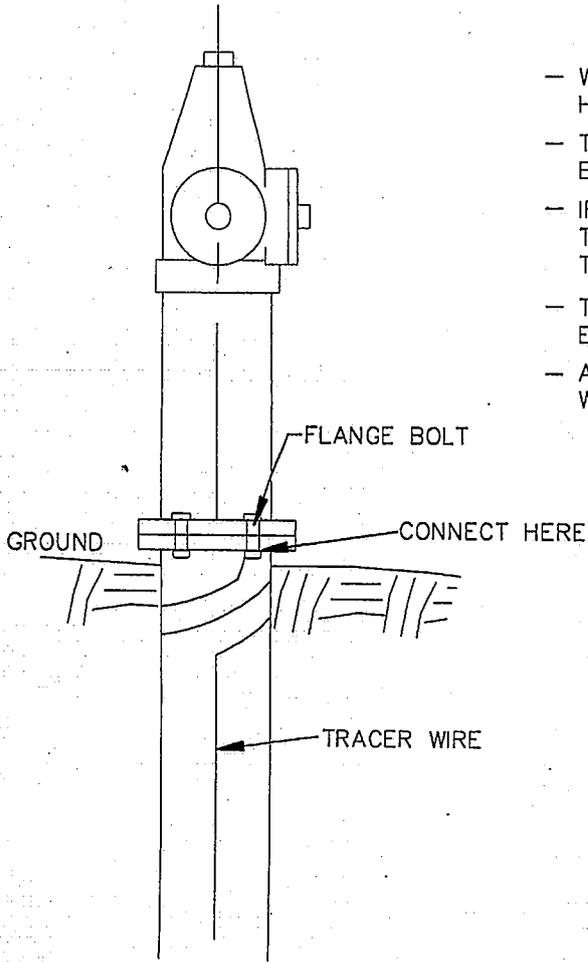


TYPICAL FOR 1.5" AND UP.

GENERAL NOTES:

- 1) - Water meters will be accessible for service (min. clearance 24 in. around meter)
- 2) - Water meter will be installed horizontally at a height of 12 in. min./36 in. max. above ground.
- 3) - Shut off valves of high quality and low pressure loss will be installed as close as possible to the water meter.
- 4) - The water meter must be removed and the curb stop closed, by the Public Utilities Dept., in October each year. The backflow device is the Owner's responsibility.
- 5) - If highest head is less than 2' above PVB then a **Type I Backflow Preventer** shall be used.

TYPICAL STAND ALONE IRRIGATION SYSTEM
CITY OF BROOKLYN PARK
PUBLIC UTILITIES DIVISION
DETAIL -----



- WRAP LOCATING WIRE 2 WRAPS AROUND HYDRANT BELOW GRADE.
- THEN ATTACH TO BOTTOM OF FLANGE BOLT AS SHOWN.
- IF ADDITIONAL WIRE IS NEEDED TO GET TWO WRAPS, USE WIRE NUTS RATHER THAN TAPE TO SPLICE TOGETHER.
- TRACER WIRE AS APPROVED BY THE ENGINEER.
- A LOW VOLTAGE CONTINUITY TEST WILL BE REQUIRED.

DRAWN: 4-95 NOT TO SCALE

PVC Watermain Only

CITY OF BROOKLYN PARK
ENGINEERING DEPT.
DETAIL SPECIFICATIONS

LOCATING WIRE DETAIL

DETAIL DRAWING