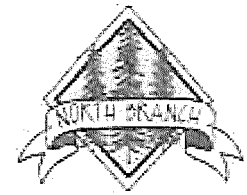


# City of North Branch

## *Excavation Process*



### **RIGHT-OF-WAY ACCESS LICENSE AND EXCAVATION PERMIT INSTRUCTIONS**

Anyone excavating with the city right-of-way must first obtain a Right-of-Way Access License. The license will run through December 31. Each excavation project requires an excavation permit.

#### **Right-of-Way Access License Requirements:**

Excavators must provide the following documents:

- Right-of-Way Access License Application Packet  
(application, cert of compliance with MN, worker's comp law & business Information sheet)
- \$5000.00 Surety Bond (some refer to it as a license and permit bond)
- Liability Insurance Certificate
- \$100.00 Fee

#### **Excavation Permit Requirements:**

For each project, the utility company or excavator must provide the following documents:

- Signed Excavation Permit Application
- Site location map/drawing
- \$100.00 Fee
- \$1500.00 Deposit (deposit check will be cashed and held in escrow)