



SIBLEY COUNTY PUBLIC WORKS  
111 8<sup>TH</sup> Street P.O. Box 897  
Gaylord, MN 55334  
Phone 507-237-4092 Fax 507-237-4356

CONDITIONS AND REQUIREMENTS FOR COMPLETING APPLICATION FOR STREET OR COMMERCIAL ACCESS PERMIT

**Note: An incomplete application will delay processing.  
Allow up to 2 weeks for processing.**

1. Print in ink only, or type the application. Be sure to sign both this instruction sheet and the application form at the bottom. **Submit the original forms only.**
2. Complete each item on the application. If an item does not apply, print "N. A." in the blank.
3. No work under this application is to be started until the application is approved and the permit is issued by Sibley County Public Works.
4. It is the responsibility of the permittee to provide instructions and inspection to assure that the project is completed as specified.
5. Prior to construction, the permittee shall notify SIBLEY COUNTY PUBLIC WORKS 48 hours prior to beginning work and again **just prior to completion of work, before construction equipment leaves the site, for final inspection and approval.**
6. No changes or alteration to this permit application may be made at any time without written permission from SIBLEY COUNTY PUBLIC WORKS.
7. It is the responsibility of the owner/contractor to notify GOPHER STATE ONE CALL for utility locations for any work being performed within the SIBLEY COUNTY right-of-way.
8. It is the responsibility of the owner/contractor to obtain all other necessary permits from other agencies.
9. Where work on traveled roadways is necessary, the proper signage, barricades, etc. must be placed in accordance with the MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) and the standards of SIBLEY COUNTY PUBLIC WORKS.
10. Grading and shaping will be required to construct 1(V):6(H) or flatter slopes within the SIBLEY COUNTY right-of-way unless otherwise approved by SIBLEY COUNTY PUBLIC WORKS.
11. All disturbed areas from work under this permit application will need to re-establish permanent vegetation and any necessary permanent erosion control installed after the work has been completed.
12. No foreign material such as dirt, gravel or bituminous material shall be left or deposited on the roadway while performing the work.
13. In the event that the construction has not been started within one year of the permit approval date, this permit shall become null and void and the permittee will be required to obtain a new permit.

**I (We) have agreed to all conditions and requirements included in this instruction sheet. All work will be performed to the satisfaction of SIBLEY COUNTY PUBLIC WORKS.**

**DATE:** \_\_\_\_\_

**APPLICANT'S SIGNATURE:** \_\_\_\_\_