

**FREEBORN COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**Application For Permit For Work in County Ditch Right of Way C.D. No. \_\_\_\_\_**

Name of Applicant \_\_\_\_\_ Address \_\_\_\_\_

Name of Party or Organization Performing Work \_\_\_\_\_

Address and Phone Number of Contact Person \_\_\_\_\_

1. Nature of Work \_\_\_\_\_

2. Location: DITCH NO. \_\_\_\_\_ SEC \_\_\_\_\_ TWP \_\_\_\_\_ RNG \_\_\_\_\_

Municipality \_\_\_\_\_ Street or Avenue \_\_\_\_\_

Intersection County Highway at \_\_\_\_\_ Give ties to land or street lines.

If parallel to County Highway give ties by stations, or land lines if rural \_\_\_\_\_

3. Method of Installation or Construction \_\_\_\_\_

Number, Depth and Size of Excavation \_\_\_\_\_

4. Method of Restoration \_\_\_\_\_

5. Work to start on or after \_\_\_\_\_

(Dates)

6. Approximate time necessary to complete work \_\_\_\_\_

7. Will detouring of traffic be necessary? \_\_\_\_\_

If so, road authority permission is attached? YES \_\_\_\_\_ NO \_\_\_\_\_

I, We, the undersigned, herewith accept the terms and conditions of the regulations of the Board of Commissioners and agree to fully comply therewith to the satisfaction of the Freeborn County Auditor's Office and County Drainage Inspector.

Dated \_\_\_\_\_ Applicant's  
Signature \_\_\_\_\_

*Attach site plan. Prepare in duplicate. Forward or deliver all copies to County Auditor's Office a minimum of 10 days prior to construction.*

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**AUTHORIZATION OF PERMIT  
(PERMIT NOT VALID UNLESS BEARING SIGNATURE AND NUMBER)**

**See Reverse Side For Regulations**

**Permit No. \_\_\_\_\_**

In consideration of the applicant's agreement to comply in all respects with the regulations of the Board of Commissioners covering such operations, permission is hereby granted for the work to be done as described in the above application, said work to be done in accordance with special precautions required as hereby stated:

It is expressly understood that this permit is conditioned upon replacement or restoration of the County Ditch to its original or to a satisfactory condition. It is further understood that this permit is issued subject to the approval of local authorities having joint supervision over said ditch.

**Authorized by FREEBORN COUNTY BOARD OF COMMISSIONERS**

Dated \_\_\_\_\_ County Drainage Inspector \_\_\_\_\_

**The date when work is completed must be reported to County Drainage Inspector for inspection and approval.**

Copies to be distributed as follows: Applicant; County Auditor; County Drainage Inspector  
Permit is available online at: <http://www.co.freeborn.mn.us/auditor/ditch/default.aspx>

## **EXPLANATION**

NOTE: This application form is to be used for installation of service connections or extensions of existing underground utilities including crossing of County ditches and/or tile lines for placing temporary obstructions on the right of way.

## **PERTINENT REGULATIONS**

### **Safety**

1. Flags, flares and barricades shall be erected to protect traffic and persons.
2. Traffic to be allowed to pass and to be protected at all times.
  - A. If it is not possible to allow traffic to pass, a suitable detour must be provided and authorized by the road authority.
3. Barricades to be erected in a manner which will provide suitable visibility in all directions.
4. If blasting is necessary, precautions must be exercised.
5. If work to be done lies within a municipality or platted town, permission must be obtained from such villages, town or city.
6. Excavations must be cribbed when necessary, depending upon type of soil, in order to prevent cave-ins.
7. No guys or strays to be attached to trees on county ditch or tile right of way.
8. Underground construction must be so constructed as not to harm or unnecessarily destroy the root growth of slightly or ornamental trees.

## **LIMITATIONS**

1. Ditch right of way should be cleaned up after work is completed.
2. If drains are installed they must be of sufficient size in order that overflow and damage to property will not occur.
3. No work shall be done which will create a nuisance.
4. After work on a project is completed said persons doing such work must notify the County Drainage Inspector that such work has been completed and ready for final inspection and acceptance by the County Drainage Inspector.
5. Applicant agrees to hold the County of Freeborn harmless and free of liability and further indemnify and reimburse said County for all costs incurred by it in connection with the filing of claims against said County arising out of the installation or maintenance of the cable or appurtenances thereto even though said claims may arise primarily because of acts of third parties or the County.