



Anoka County  
MINNESOTA

Respectful, Innovative, Fiscally Responsible

# ANOKA COUNTY TRANSPORTATION DIVISION

1440 BUNKER LAKE BLVD NW

ANDOVER, MN 55304

763-324-3176

highwaypermits@anokacountymn.gov

RIGHT OF WAY

COMMERCIAL ACCESS

APPLICATION FOR PERMIT FOR INSTALLATION OF UTILITIES OR PLACING OBSTRUCTIONS ON THE COUNTY HIGHWAY SYSTEM  
ALL APPLICANTS MUST BE REGISTERED PRIOR TO PERMIT APPROVAL

APPLICANT NAME **CENTERPOINT ENERGY**

CONTACT PERSON **SHANNON MROZEK**

ADDRESS **700 LINDEN AVE**

CITY **MINNEAPOLIS**

PHONE NUMBER **612-210-6971**

EMAIL **SHANNON.MROZEK@CENTERPOINTENERGY.COM**

COMPANY OR INDIVIDUAL PERFORMING WORK **MICHELS CORP**

CONTACT PERSON **SHANNON MROZEK**

EMAIL **SHANNON.MROZEK@CENTERPOINTENERGY.COM**

PERMIT WORK TO START **10/01/2023**

PERMIT WORK TO BE COMPLETED **10/01/2024**

DURATION OF JOB **1-2 DAYS**

ARE YOU BEING ASKED TO RELOCATE DUE TO A COUNTY PROJECT? **No**

ANOKA COUNTY PROJECT NUMBER

WORK SITE ADDRESS **1201 LUND BLVD, ANOKA MN 55303**

CITY **Anoka**

METHOD OF INSTALLATION/CONSTRUCTION **DIRECTIONAL BORE**

NATURE OF WORK **SAP# 109054890 MGC# 23-72071 - CONTACT SHANNON MROZAK 612-2106971 - INSTALL NEW  
2" PE GAS SERVICE PIPING TO BUILDING**

SURFACE TO BE DISTURBED

SITE PLAN

IF THE ROADWAY IS ENCROACHED, YOU MUST ATTACH A TRAFFIC CONTROL PLAN AND/OR REFERENCE THE MOST CURRENT VERSION OF THE MN TEMPORARY TRAFFIC CONTROL FIELD MANUAL (3+ DAYS REQUIRES PLANS TO BE SIGNED BY A LICENSED PE).

DITCH/BLVD



GRAVEL

BITUMINOUS

CONCRETE

NONE

IS SIGNING AND STRIPING REQUIRED? **No**

DEPTH FROM SURFACE **5'**

(60" minimum under county roads)

SIZE AND KIND OF PIPE/CABLE **2 PE**

NUMBER OF EXCAVATIONS **1**

SIZE OF EXCAVATIONS **4' X 4'**

(Length, width, and depth)

LOCATION OF EXCAVATIONS

(Specific written descriptions of excavations - to be protected at all times and backfilled when unattended and/or overnight)

**~930' EAST OF TUNGSTEN ST NW AND 50' NORTH OF COUNTY RD 116 MEDIAN CENTERLINE.**

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**ACTD reserves the right to make changes to these special conditions.**



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## GENERAL INFORMATION

One permit must be approved for each county road on which work will be performed prior to any work within the right of way by any utility/contractor. Emergency conditions which threaten the safety of the public and require immediate repair are exceptions to this rule. Under those circumstances, the utility/contractor is permitted to begin and/or complete the necessary repairs. The Anoka County Transportation Division (ACTD) shall be notified of emergency repairs as soon as feasible and a written permit is to be completed within two business days of occurrence.

A license-permit bond is generally required of the contractor as part of the registration process, the amount of which will be determined by the nature of the utility work.

A sketch or drawing shall accompany each permit application which will show the location of the proposed work/utility with reference to the county highway center line and right of way line. A complete set of plans is required for all sewer/water projects.

It shall be the responsibility of the applicant to determine which of the special conditions apply to each permit.

ACTD reserves the right to revoke any utility permit and halt work, if, upon inspection of any job site, the special conditions are not met, and/or a hazard exists for the applicant or public safety is threatened. **The failure to comply with the terms and conditions of any applicable Federal, State, Regional, and local laws, rules and regulations, including any provision of Anoka County's Right-of-Way Ordinance shall be cause for immediate revocation of a permit.**

The applicant shall notify ACTD immediately upon completion of project so that the ACTD can inspect the site to determine if restoration has been satisfactorily completed.

The undersigned hereby accepts the terms and conditions of this permit and the regulations of Anoka County, and agrees to fully comply therewith to the satisfaction of the ACTD. The county of Anoka, its officials, employees, and agents, shall be held harmless, by the applicant/permittee, from any demands, claims, lawsuits, or damages relating to the work described in this permit.

APPLICANT'S SIGNATURE

DocuSigned by:

E99C2785BD624F8...

DATE 9/14/2023

## AUTHORIZATION OF PERMIT

In consideration of the applicant's agreement to comply in all respects with the regulations of the ACTD 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 the general conditions listed above and the special conditions required as hereby stated. It is expressly understood that this permit is conditioned upon replacement or restoration of the county highway 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 township authorities having joint supervision over said street or highway.

APPROVED BY:

DATE

TITLE: Traffic Technician

NOT VALID UNLESS SIGNED BY ANOKA COUNTY

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### SPECIAL CONDITIONS

#### TRAFFIC CONTROL

- 1) Detours
  - a) Detailed detour layouts shall be submitted to the traffic engineer for approval.
  - b) No detours shall be permitted without prior approval of the Anoka county traffic engineer.
  - c) A ten day notice must be given prior to the installation of any detour.
  - d) It shall be the responsibility of the applicant to notify Anoka county central communications, local government bodies, and any affected bus companies ten days prior to any road closures/detours.
  - e) Immediately upon completion of work and/or detours, all posts, barricades, and signs shall be removed from the right of way.
- 2) Traffic control devices
  - a) All traffic control devices, barricades, flashers, etc., shall be furnished by the applicant and shall be in accordance with the most recent edition of the Minnesota manual on uniform traffic control devices and temporary traffic control zone layouts – field manual of the same manual.

#### CONSTRUCTION REQUIREMENTS

- 1) Open cutting of bituminous or concrete surfaced roads will be allowed only at the discretion of the county engineer.
- 2) Neither supplies nor excavation materials shall be placed on the bituminous or concrete surface at any time.
- 3) No trenches will be allowed to remain open overnight.
- 4) Materials removed from the trench shall be used as backfill insofar as they are suitable. All backfill material shall conform to MNDOT specifications for compaction. The use of heavy equipment on top of trench, slapping with backhoe bucket and/or back casting to achieve compaction is prohibited. Any additional material required to back fill to the original grade shall be furnished by the applicant at no expense to the ACTD. All the base and surface courses damaged during construction operations shall be restored to a condition equal to or better than before operations began. The applicant shall be responsible for and restore any settlement.
- 5) All culverts, ditches, shoulders, and backslopes shall be restored to their original condition unless otherwise directed by the ACTD. Shoulders which have been previously constructed or reconstructed with special materials shall be replaced in kind. Restoration of signs, guardrails, guard posts, etc., are the sole responsibility of the applicant and shall be restored to their original condition.
- 6) All roadway maintenance required within the limits of the utility project that is related to the applicant's activities shall be the sole responsibility of the applicant for one year after completion of the project. Upon completion of the restoration work, the applicant shall request a final inspection by the ACTD. The ACTD's approved completion date shall be the starting date of the applicant's one-year responsibility.

#### HORIZONTAL BORING AND JACKING

- 1) All hard surface roadways shall be jacked or bored.
- 2) All crossings of Anoka County maintained roadbeds, shall be made by boring inside a casing or carrier pipe, or by jacking unless otherwise directed by the Anoka County Engineer. The auger shall lead the casing or carrier pipe by at least six inches whenever possible and never lead the carrier pipe by more than one inch.
- 3) The use of pneumatic devices to facilitate the roadbed crossings will be allowed in most cases with prior approval. In the event approval is not granted and applicant uses a pneumatic device to cross a roadbed and encounters an obstruction and/or unstable subbase material which makes forward or reverse motion of pneumatic device impossible, said pneumatic device then becomes part of the roadway subbase and permission to excavate to retrieve device will not be granted.
- 4) If a pneumatic device is used for the work permitted herein, the installation must be kept to a minimum of four feet below the surface of the roadway if the pneumatic device is less than two inches in diameter, and a minimum of five feet below the surface of the roadway if the pneumatic device is two inches in diameter or larger.

#### BITUMINOUS RESTORATION

- 1) The locations and dimensions of all openings to be made in the bituminous surface shall be approved by the ACTD prior to any cutting or any surface opening operations.
- 2) All openings in bituminous surfaces shall be cut in a straight line with the sides smooth and vertical. No ragged edges will be permitted. Cutting shall be done with a concrete saw.
- 3) All necessary dust control operations shall be carried out by the applicant at no expense to Anoka County.
- 4) The minimum requirement for subgrade replacement shall be the upper twelve inches of material and shall meet MNDOT specifications for class five placed in six inch layers compacted to one hundred percent of optimum density.
- 5) All manhole casings, gate valves, and other utility structures shall be set one quarter inch below the top of the finished surface.
- 6) Bituminous tack coat materials and application thereof shall conform to MNDOT specification 2357.
- 7) All bituminous surfacing shall be replaced as soon as practicable after the base construction. All bituminous surfacing shall be machine laid. Any exceptions must be approved by the ACTD. Bituminous surfacing shall be replaced to original pavement depth or to a minimum of six inches of bituminous mixture (2360), whichever is greater. Bituminous mixtures must be placed in lifts not exceeding three inches in thickness for base and binder courses and not exceeding two inches for the wear course.
- 8) All surface restoration regardless of size shall conform to existing grades.
- 9) Any unnecessary or negligent damage to bituminous surface in conjunction with the installation and/or repair of a utility shall be cut out and replaced in kind as directed by the ACTD.

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CONCRETE RESTORATION

- 1) Curb and gutter, sidewalks, and driveways shall be restored in accordance with MNDOT specifications 2531 and 2521.

UTILITY LINES

- 1) There shall be only a single pole line on the county right of way on either side of the center line thereof.
- 2) Exact locations of longitudinal installations on county highways shall be located as directed by the ACTD.

SECTION CORNER MONUMENTS

- 1) Utility locations shall not interfere with the location of any section, quarter, witness, or right of way monuments. For assistance in locations, contact the Anoka County Surveyor's Office.
- 2) The applicant shall be responsible for replacement of any existing property irons disturbed during construction.
- 3) The applicant shall notify the Anoka County Surveyor's Office three working days in advance of any anticipated disturbance of any section, quarter, witness, or right of way monuments.
- 4) Any monument disturbed during the course of construction, shall be reset by the Anoka County Surveyor's Office at the expense of the applicant.

ATTACHING TO BRIDGES/STRUCTURES

- 1) No utility is permitted to be hung from, or otherwise attached to, any bridge or structure without having detailed plans approved by the Anoka County Engineer. These plans are to show approaches to the structure, method of installation, type, and dimension of housing for the utility.

ADDITIONAL PROVISIONS

- 1) All subcontractors, installers, and crew shall possess a copy of all documents in relation to the approved permit prior to the commencement of work and be kept on site. This includes, but it not limited to the following:
  - a) Approved permit
  - b) Any/all traffic control plans and/or layouts
- 2) Shall notify Andrea Schmid at 763-324-3128 or andrea.schmid@anokacountymn.gov
  - a) At least 36 hours prior to the commencement of work
  - b) When there is any change to traffic control set up (ex: stage 1 to stage 2)
  - c) When work is complete - including restorations
- 3) No work during inclement weather or when plows are out in any capacity
- 4) All traffic control shall be in accordance with the most current version of the MnDOT Temporary Traffic Control Field Manual
- 5) Pits/excavations are to be protected at all times and then backfilled when unattended and/or overnight

INITIAL 
<sup>DS</sup>  
 kl





PROPRIETARY AND CONFIDENTIAL

**109054890**  
M57100 ANOKA

CUSTOMER APPROVAL OF DESIGN I/C:  
SIGNATURE: \_\_\_\_\_  
PRINTED NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

Please review Center Point Energy design for installing Natural Gas to your facility. Verify the route of the Service Line and Meter Location on the building. If there is a conflict please contact the Designer or Sales Rep as shown in the Title Block. Before natural gas service lines can be installed, you must clearly mark all privately-owned underground facilities including: septic tanks, drain fields, sewer lines, water wells, sprinkler systems, invisible fences, electric lines and pipelines. CenterPoint Energy and its representatives are not responsible for damage to these items if they are not clearly marked at time of installation.

NOTE: BORE ALL PAVED STREETS AND DRIVEWAYS  
Minimum depth requirements for crossings of state highways and county roads is 60". Minimum depth requirements for crossings of city streets and township roads is 48". Minimum depth for parallel installations on state highways and county roads is 36". Minimum depth for parallel installations on city streets and township roads is 30". All steel pipe welds to be coated with 2 part epoxy.

**LEGEND:**

	IN SERVICE
	PROPOSED
	PROPOSED ABANDONED
	ABANDONED
	Interruptible
	Existing
	Normal
	Future
	Proposed

Address: 1201 LUND BLVD  
Customer: GRACO - ANOKA  
Contact Person: Alex Borton  
Contact Phone: 906-231-1920  
Sales Rep: Perry Schmidt  
Sales Rep Phone: 763-785-5427  
Construction Hotline: 612-321-5310  
Restoration Hotline: 612-321-5042  
Copies To Pipeline Integrity: No  
Curb Valve: No  
Copies To Corrosion: No  
Corrosion Approval: N/A  
Follow Internal Pipe Sampling Requirements? No  
Job Briefing Required? No  
GFIP#: NA  
Permits: Yes - Anoka County  
Request Install Date: 10/08/2023

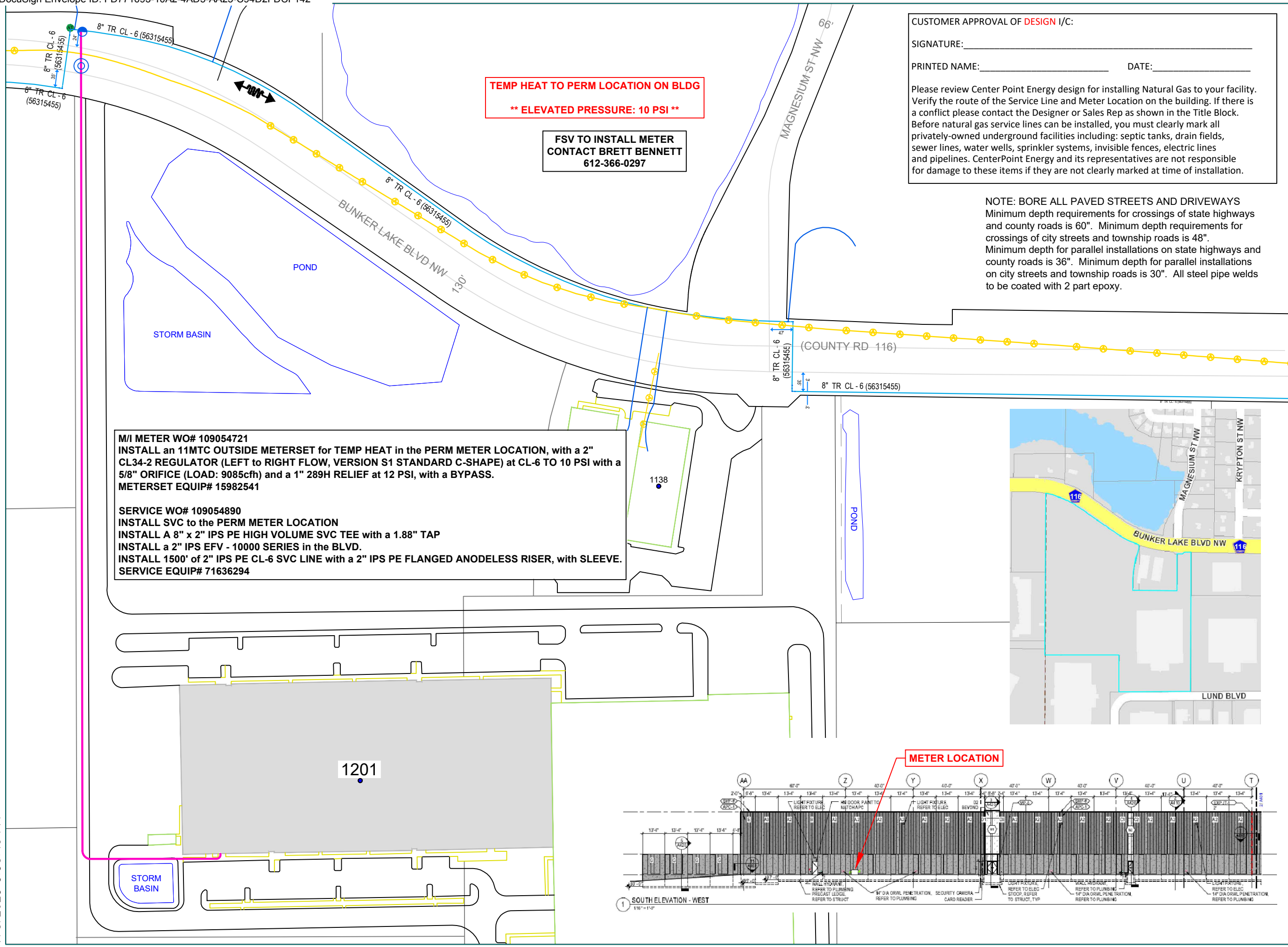
Approval: \_\_\_\_\_  
*Tracie Killion*

PROJECT DESCRIPTION:  
GRACO - ANOKA

DESIGNER: SHANNON MROZEK  
PHONE#: 612-210-6971  
DRAWN BY: SHANNON MROZEK  
DESIGN DATE: 09/06/2023

Revised Print  
Destroy All Others  
Revision History  
Date:  
Description:  
Design Approval:

SCAN DATE: \_\_\_\_\_ SCALE: 1":150'  
SHEET 1 OF 1

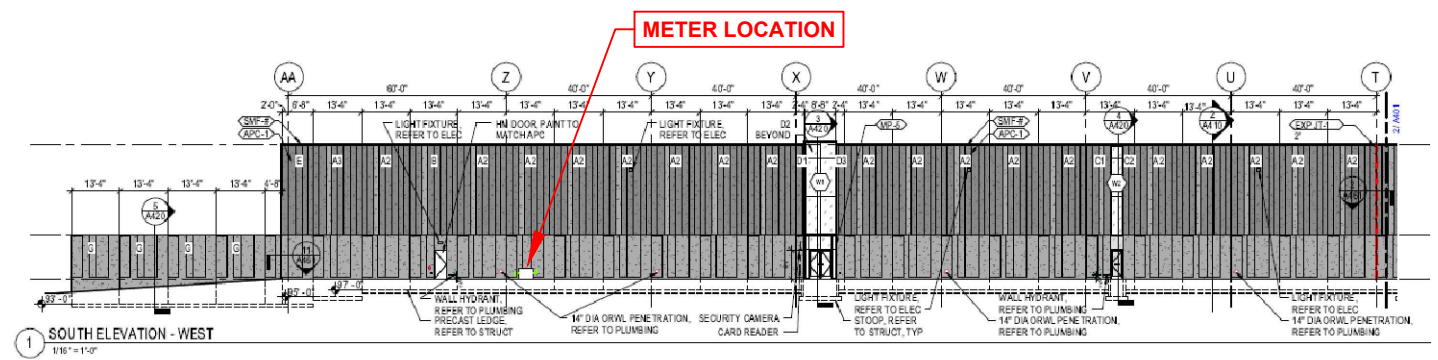


**TEMP HEAT TO PERM LOCATION ON BLDG**  
**\*\* ELEVATED PRESSURE: 10 PSI \*\***

**FSV TO INSTALL METER**  
**CONTACT BRETT BENNETT**  
**612-366-0297**

**M/I METER WO# 109054721**  
INSTALL an 11MTC OUTSIDE METERSET for TEMP HEAT in the PERM METER LOCATION, with a 2" CL34-2 REGULATOR (LEFT to RIGHT FLOW, VERSION S1 STANDARD C-SHAPE) at CL-6 TO 10 PSI with a 5/8" ORIFICE (LOAD: 9085cfh) and a 1" 289H RELIEF at 12 PSI, with a BYPASS.  
METERSET EQUIP# 15982541

**SERVICE WO# 109054890**  
INSTALL SVC to the PERM METER LOCATION  
INSTALL A 8" x 2" IPS PE HIGH VOLUME SVC TEE with a 1.88" TAP  
INSTALL a 2" IPS EFV - 10000 SERIES in the BLVD.  
INSTALL 1500' of 2" IPS PE CL-6 SVC LINE with a 2" IPS PE FLANGED ANODELESS RISER, with SLEEVE.  
SERVICE EQUIP# 71636294



9/16/2023 3:36:48 PM

**Certificate Of Completion**

Envelope Id: FD77169310A24AD5AA25C94D2FDCF142  
 Subject: Kimberly Ignatowicz - ROW Permit Application  
 Source Envelope:  
 Document Pages: 5 Signatures: 1  
 Certificate Pages: 4 Initials: 1  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Delivered  
  
 Envelope Originator:  
 Highway Permits  
 Anoka County Government Center  
 2100 3rd Avenue  
 Anoka, MN 55303  
 HighwayPermits@co.anoka.mn.us  
 IP Address: 158.81.13.145

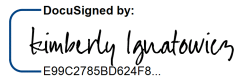
**Record Tracking**

Status: Original 9/14/2023 8:11:20 AM	Holder: Highway Permits HighwayPermits@co.anoka.mn.us	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Anoka County	Location: DocuSign

**Signer Events**

Kimberly Ignatowicz  
 kimberly.ignatowicz@centerpointenergy.com  
 Security Level:  
 DocuSign.email  
 ID: 1  
 9/14/2023 8:11:22 AM

**Signature**

DocuSigned by:  
  
 E99C2785BD624F8...  
  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 158.81.13.145

**Timestamp**

Sent: 9/14/2023 8:11:21 AM  
 Viewed: 9/14/2023 8:11:29 AM  
 Signed: 9/14/2023 8:17:08 AM

**Electronic Record and Signature Disclosure:**

Accepted: 4/26/2023 7:35:09 AM  
 ID: c14e17af-cfe5-477a-a4f3-4d6deee9f4bd

Susan Burgmeier  
 Susan.Burgmeier@co.anoka.mn.us  
 Associate Traffic Technician  
 Anoka County  
 Signing Group: Highway Permits  
 Security Level: Email, Account Authentication (Optional)

Sent: 9/14/2023 8:17:10 AM  
 Viewed: 9/14/2023 3:26:59 PM

**Electronic Record and Signature Disclosure:**

Accepted: 9/14/2023 2:17:12 PM  
 ID: 2ac23b50-bb98-47d8-8687-cbacec1b6c69

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	9/14/2023 8:11:21 AM
Envelope Updated	Security Checked	9/14/2023 8:17:08 AM
Certified Delivered	Security Checked	9/14/2023 3:26:59 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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<b>Electronic Record and Signature Disclosure</b>
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### **How to contact Anoka County:**

You may change your preferred method of contact whether electronically, or paper copies, or change your email address. You may also request paper copies of certain information from us, or withdraw your prior consent to receive documents. Please use the contact information below for your request and in the body of your correspondence, identify your desired action. If you are



changing an email address, please include your prior email address as well as your new address. If you no longer wish to receive future documents in electronic format, please include that request in the body of your email.

Email: helpdesk@co.anoka.mn.us

Phone: (763)-324-4110

Address: Anoka County Government Center  
Attn: Information Technology, #300  
2100 3rd Avenue  
Anoka, MN 55303

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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To confirm your access to the electronic notices and disclosures, which will be similar to other electronic notices and disclosures that we may provide to you, please acknowledge that you have read this ERSD by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can access and read this Electronic Record and Signature Disclosure; and
- You can print this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Anoka County as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Anoka County during the course of your relationship with Anoka County.