

INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR SOIL AND/OR WATER SAMPLING PERMIT ON TRUNK HIGHWAY RIGHT OF WAY OR RAIL BANK PROPERTY

Form 1775 is used for water or soil sampling to track contamination from other sources. It may be used to install wells for continued water sampling. It will be used to approve work for the necessary collection or sampling of soil and/or water, the traffic control needed, and the cleanup and repair of the trunk highway right of way or rail bank property from that work.

Fill Out the Form Completely

Print or type all information. An incomplete application will delay processing.

- Be sure to sign it at the bottom.
- Complete each item on the application. Be specific. If any item does not apply, print "N.A." in the blank.
- Provide a detailed location of the proposed work and give reference to nearest cross street.
- Include plans of proposed work on a MnDOT right of way map, along with detailed drawings showing type and location of work in relation to MnDOT right of way, on no larger than 11x17.
- Detail any type of traffic interference this work may require and submit a traffic control plan. Detouring of the traffic from the trunk highway will not be permitted, except by special arrangements with the MnDOT District Permit Office. All costs involved in the re-routing of traffic including, but not limited to, furnishing barricades, installation or rearrangement of traffic control signs, pavement marking and special flag person services will be charged to the applicant at rates set by MnDOT for the equipment, labor, and materials used.
- Indicate type, kind and size of any object to be placed on trunk highway right of way. Indicate the method of installation and equipment to be used.

After the application has been completed, signed and dated, mail the original application with the required plans to the correct MnDOT District office. Contacts and addresses can be found at:

<http://www.dot.state.mn.us/utility/districtcontacts.html>

After the Permit has been approved

The applicant will be notified and a security deposit will be requested. The permit will have special provisions and drawings indicating the construction requirements. Compliance with these instructions during construction operations is mandatory. All Permittees are responsible for the entire cost of their work activities, including proper traffic control. A traffic control plan may be required and must contain the 511 form, submitted at least one week prior to the beginning of work. Work cannot be started until all permit and deposit requirements have been met and you have received the approved permit.

Security Deposit

A security deposit is required for permits that authorize work in state right of way to ensure that work is completed to MnDOT's satisfaction. The actual amount required will depend on the specific situation. The District Permit Office will determine the amount and type of deposit to be submitted. Deposits must be submitted in the form of a certified check, a cashier's check or a surety bond made payable to "State of Minnesota, Commissioner of Transportation." Deposits must be irrevocable and cannot expire. A permit will not be issued until the required deposit is received.

After work is completed

The permit holder must notify the MnDOT District Permit Office for final inspection. If the construction and all other related work is satisfactory and the turf items are re-established, the deposit will be returned to the permit holder. The approved permit is a legal document and should be retained with other valuable papers.

**MINNESOTA DEPARTMENT OF TRANSPORTATION
APPLICATION FOR SOIL AND/OR WATER
SAMPLING PERMIT ON TRUNK HIGHWAY (T.H.)
RIGHT OF WAY OR RAIL BANK (R.B.) PROPERTY**

 Document Management System # _____
 District _____ Permit # _____
 C.S. _____ T.H. / R.B. _____
 R.P. _____
 (THIS SECTION FOR MnDOT OFFICE USE ONLY.)

**ATTACH A SKETCH OF THE PROPOSED WORK AREA AND RELATION TO TRUNK HIGHWAY OR RAIL BANK PROPERTY.
SUBMIT TO DISTRICT PERMIT OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION.**

RESPONSIBLE PARTY	TELEPHONE	ADDRESS (Street, City, State, Zip)
CONSULTING COMPANY	TELEPHONE	ADDRESS (Street, City, State, Zip)
CONTRACTOR PERFORMING WORK	TELEPHONE	ADDRESS (Street, City, State, Zip)

MPCA LEAK # OR VOLUNTARY INVESTIGATION AND CLEANUP # AND MPCA PROJECT MANAGER (Include Project Managers contact information)

LOCATION OF PROPOSED WORK (City/Township)	(County)	(Distance)	(N-S-E-W)	SPECIFIC ROAD INTERSECTION OR LANDMARK
Trunk Highway or Rail Bank Property	in	Miles	of	

WILL THIS WORK BE WITHIN TRIBAL BOUNDARIES? Yes No **IF YES, WHICH ONE?**
SURFACE TO BE DISTURBED (Check Appropriate Boxes)

 Roadway Shoulder Concrete Bituminous Gravel Turf Only
 Other (explain)

NUMBER, SIZE, AND DEPTH OF SOIL BORINGS AND/OR MONITORING WELLS
METHOD OF PROPOSED WORK
IS TRAFFIC DETOUR NECESSARY? Yes No
 (IF YES, TRAFFIC CONTROL PLAN IS REQUIRED WITH 511 FORM.)

DATE WORK TO START ON OR AFTER
DATE WORK TO BE COMPLETED BY (Wells a maximum of 3 years)

APPLICANT'S ACCEPTANCE, WAIVER AND INDEMNIFICATION

The undersigned applicant hereby agrees to comply with applicable statutes, rules and the standard conditions and special provisions of this permit. The applicant understands and agrees that no activities on the trunk highway right of way, or rail bank property, in connection with this application will be started until the application has been approved and the permit issued. The applicant also understands that this permit may also be subject to the approval of local road authorities having joint supervision over said street or highway.

The applicant is aware of circumstances or hazards that may arise while conducting the proposed event that could result in injury, loss, damage or death, and the applicant assumes the risk of such circumstances, dangers or hazards, whether reasonably foreseeable or not.

The undersigned applicant expressly agrees that except for negligent acts of the Minnesota Department of Transportation ("State"), its agents and employees, the applicant or its agents shall assume all liability for, and save the State, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the activities to be done in connection with this application and permit.

NAME AND TITLE OF CONSULTANT OR CONTRACTOR
EMAIL ADDRESS
DATE
CONSULTANT OR CONTRACTOR SIGNATURE
DO NOT WRITE BELOW THIS LINE
PERMIT NOT VALID UNLESS BEARING AUTHORIZED MnDOT SIGNATURE AND PERMIT NUMBER
AUTHORIZATION OF PERMIT

It is expressly understood that this permit is conditioned upon restoration of the trunk highway right of way and/or rail bank property to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the applicable laws and the conditions of the Commissioner of Transportation pertaining to this permit, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with the following standard conditions and special provisions:

SEE ATTACHED STANDARD CONDITIONS AND SPECIAL PROVISIONS

_____ Date All Work To Be Completed By	_____ Authorized MnDOT Signature	_____ Date of Authorized Signature
DISTRIBUTION	DEPOSIT REQUIREMENTS	DEPOSIT TYPE
Original to Area Maintenance Engineer	<input type="checkbox"/> No Deposit Required	Cashier's Check # _____
Applicant	<input type="checkbox"/> Deposit Required in the Amount of \$ _____	Certified Check # _____
Subarea Supervisor	Date Deposit Received _____	Money Order # _____
Roadway Regulations Supervisor	<i>Deposit to be returned upon satisfactory completion of all work</i>	Bond # _____
DATE WORK COMPLETED	<i>(The date when the work is completed must be reported to the MnDOT District Permits Office)</i>	

**STANDARD CONDITIONS OF SOIL AND/OR WATER SAMPLING PERMIT
ON TRUNK HIGHWAY RIGHT OF WAY OR RAIL BANK PROPERTY**

1. The applicant/permit holder, specifically including the applicant/permit holder's employees, agents, or contractors, ("Applicant") must comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, specifically including Worker's Compensation laws and those affecting the Minnesota Department of Transportation's ("MnDOT" or "State") property, in any and all activities conducted on or near MnDOT property.
2. If planned work lies within a city or platted town, permission must also be obtained from such city or town.
3. No activities in connection with this permit or its application may be started on the trunk highway right of way or state rail bank until a permit application has been approved, the permit issued, and Applicant has received a fully executed copy of the permit.
4. Applicant will notify the MnDOT District Permits Office at least 48 hours before entering the Property. Work will be conducted during the regular business hours of 8:00 a.m. to 5:00 p.m. unless Applicant receives MnDOT permission to conduct work during different hours. Applicant will provide MnDOT with a copy of its proposed work plan for investigation and/or corrective action prior to initial entry on the property and will notify MnDOT of any substantial changes to the proposed work plan, including the addition of new borings and/or monitoring wells, within 48 hours of making the changes.
5. Any permanent signs or permanent traffic barriers (including crash cushions) installed on the State Highway system must be deemed crashworthy under the American Association of State Highway and Transportation Officials (AASHTO) "Manual for Assessing Safety Hardware, 2016 (MASH-16)". Where work on or near the traveled roadway is necessary, proper traffic signs, channelizing devices, warning lights, and barricades shall be erected to protect traffic, employees, and pedestrians. All temporary traffic control devices and methods shall conform to the Minnesota Field Manual on Temporary Traffic Control Zone Layouts, Minnesota Manual on Uniform Traffic Control Devices (MMUTCD), Minnesota Standard Signs and Markings Manual, and the appropriate provisions of Standard Specification 1710. All temporary traffic control devices shall be deemed crashworthy under the American Association of State Highway and Transportation Officials (AASHTO) "Manual for Assessing Safety Hardware, 2016 (MASH-16)" with exceptions as noted under MnDOT Technical Memorandum No. 19-03-T-01 Crashworthy Requirements for Temporary Traffic Control Devices. (See memo at: <http://dotapp7.dot.state.mn.us/edms/download?docId=2434220>)
6. Unless adequately protected by a traffic barrier, there shall be no work within the clear zone, nor shall pipe materials, equipment or other objects be stored within the clear zone. If temporary traffic barrier is used, it will be placed according to the "MnDOT Temporary Barrier Guidance Manual" (December 2018). (See website at: www.dot.state.mn.us/trafficeng/workzone/doc/Temporary%20Barrier%20Guidance%20Manual%20181129.pdf) Any temporary traffic barrier (including crash cushions) must be deemed crashworthy under MASH-16.
7. Any person acting as a Flagger for permitted work shall have attended a training session taught by a MnDOT Qualified Flagger Trainer within the twelve months immediately preceding the start date of all flagging activity. A Flagger shall receive a Flagger Qualification Card, signed by a MnDOT Qualified Flagger Trainer, upon successful completion of this training. During all flagging activity, a Flagger must carry a signed Flagger Qualification Card on that Flagger's person and be in possession of a current Minnesota Flagging Handbook. The Minnesota Flagging Handbook is available from MnDOT Qualified Flagger Trainers or from a MnDOT District Office.
8. Excavations must be cribbed when necessary, depending upon type of soil, in order to prevent cave-ins. All excavations, trenching and/or jacking and boring pits shall be shored or sloped in accordance with OSHA requirements.
9. When open trenching or excavating in existing roadways, all subgrade, base, and surfacing materials shall be replaced with the same type, depth, and density of materials which were removed, unless approved by the Area Maintenance Engineer.
10. All backfill must be placed according to MnDOT's Standard Specifications for Construction. Depending on the construction work to be performed, use one or more of the following: Excavation and Embankment 2105, Aggregate Base 2211, Aggregate Shouldering 2221, or Structural Excavation and Backfills 2451. All compaction must be done according to MnDOT's Standard Specifications for Construction. Depending on the construction work to be performed, use one or more of the following: Aggregate Base 2211.3C, Embankment 2105.3F, Structural Backfill 2451.3D, Subgrade Preparation 2112.3. Compaction methods must be approved in advance by the District Permit Office.
11. If pavement or roadway is damaged, same shall be restored to a condition as good as or better than the original condition to the satisfaction of the State.
12. All pavements shall be replaced in accordance with State specifications, to the satisfaction of the State.
13. If settlement occurs or excavation caves in so that replaced materials settle (bituminous mat or concrete base), same shall be restored to a condition as good as or better than the original condition, to the satisfaction of the State.
14. Applicant shall not use lugs on equipment traversing the road which will damage the road surface.

**STANDARD CONDITIONS OF SOIL AND/OR WATER SAMPLING PERMIT
ON TRUNK HIGHWAY RIGHT OF WAY OR RAIL BANK PROPERTY**

15. Applicant shall not drive onto the highway from ditch or drive on roadway shoulders where damage will occur.
16. Applicant shall not deposit or leave foreign material such as dirt, gravel, or bituminous material on the road during any construction activities.
17. Applicant shall clean and restore the roadside to original status upon completion of work, to the satisfaction of the State.
18. In areas of high potential to have Rusty-Patched Bumble Bee, Applicant must repair any damage to vegetation or soil caused by activity associated with this permit. Bare ground caused by the operation will require reseeding using native seed mixes, except areas historically maintained as mowed lawn. Applicant may use MnDOT approved native seed mixes identified in the MnDOT Seeding Manual. Alternative native seed mixes may be used with prior written approval by the MnDOT Wildlife Ecologist. All seed mixes must contain native milkweed species.
19. If MnDOT makes, or intends to make, improvements or changes on, over, under, or along the trunk highway or rail bank, Applicant, after receipt of notice from MnDOT, shall alter, change, vacate, or remove, at MnDOT's sole discretion, any and all components or elements related to the work done under this permit in order to conform to MnDOT's improvements or changes. Any alteration, change, vacation, or removal required in accordance with this provision will be done without cost to the Minnesota Department of Transportation.
20. Applicant shall not perform any work or have any equipment on the roadway system (mainline, shoulder area, ditch bottoms) when weather or road conditions are hazardous due to snow, ice, rain or dust; when visibility is less than a 1/4 mile; or when winds or wind gusts prevent the safe operation of equipment. It is Applicant's responsibility to monitor local weather reports or MN511 to determine satisfactory working weather conditions. Work may be shut down for weather and/or safety reasons at any time at the discretion of the Assistant District Maintenance Engineer.
21. Applicant will obtain all necessary permits for installation and maintenance of any borings, monitoring wells, remediation wells, and/or water wells installed by Applicant.
22. State requires any permanent well to be constructed in one of the following two ways: either the well shall be constructed as an at-grade well, with the finished height of the well to be no more than 6 inches above the ground, or the well shall be constructed with a break-away well casing in accordance with a break-away design that has been approved by the Minnesota Department of Health ("MDH"). The breakaway well shall be constructed using approximately 2-inch diameter stainless steel casing with a 2 inch steel or stainless steel coupling no more than 6 inches above the in-place ground. The breakaway well shall be protected with wooden protection posts in accordance with the requirements of Minn. Stat. 103I, and Minn. Rules Ch. 4725. All borings, monitoring wells, remediation wells and/or water wells will be installed, and upon completion of all necessary sampling or remediation, will be sealed in accordance with state law and MDH rules.
23. Within 30 days after completion of boring and well sealing report, Applicant shall provide MnDOT with a copy of the signed Well and Boring Sealing Record that must be provided to the Minnesota Department of Health in accordance with Minnesota Rules, Chapter 4725. In addition to the requirements of this chapter, Applicant shall remove the well casing(s) when the well is sealed.
24. Applicant must notify the MnDOT District Permit Office of work completion and request final inspection. The Certificate of Completion for the Soil and/or Water Sampling Permit shall be signed and returned to the District Permits Office immediately upon completion of the installation. If the construction and all other related work is satisfactory and the turf items are re-established, the bond will be returned to Applicant. If the permit is to remain open for an extended period of time for further testing, it is Applicant's responsibility to renew the permit or request an extension.
25. The investigation report and any data obtained but not included in the report shall be sent to MnDOT's Office of Environmental Services mailbox, EnvironmentalInvestigationPermits.DOT@state.mn.us Applicant acknowledges the State's obligations under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data created, gathered, or acquired under this permit and agrees to comply to the full extent authorized and required by applicable law.
26. Applicant expressly agrees that, except for negligent acts of the State, its agents and employees, Applicant shall, to the full extent authorized by applicable Minnesota law, assume all liability for, and save the State, its agents and employees, harmless from, any and all claims for damages, actions or causes of action arising out of the activities to be done in connection with this application and permit.