



CITY OF BIRCHWOOD VILLAGE
 207 Birchwood Avenue, Birchwood, MN 55110
 Phone: 651-426-3403 / Fax: 651-426-7747

LIMITED LICENSE FOR ACCESS TO PUBLIC PROPERTY

FOR OFFICIAL USE ONLY

Approved Denied Revoked Date Revoked: _____ License No: _____
 License Fee: \$ _____ Financial Security: \$ _____ = **TOTAL \$** _____
 Payment Type: **Cash / Check / Credit Card / Money Order** (# _____)
 Any Special Conditions? Yes No (attach hereto) Damage Restoration Deadline: _____
 Signature of City Administrator: _____ Date: _____

A Limited License is limited to no more than three consecutive calendar days and is prohibited from April 1 to October 1 each year. A Limited License shall not issue for the same public property for the same or similar project by the same applicant or property in any three month period unless specifically approved by the City Council. Unless otherwise specified, any damage must be restored within thirty (30) days of the License expiration. If the City issues an access key to the public property then the license holder shall return the key within three (3) days of the License expiration. Any special conditions will be attached hereto.

1. Name of Applicant(s): _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone(s): _____ Email: _____
2. Contractor Name (if different): _____
 Contractor License No: _____ Expiration Date: _____
3. Names of All Persons Who Will Use the Limited License: _____

4. Project Address or Location (if different): _____

5. Address or Location of Public Property That Access is Being Requested: _____

6. Dates and Times the Public Property Will Be Used (limited to three consecutive days):

7. Describe Why Access to the Public Property is Requested: _____

8. Type of Project:

- Construction (including demolition)
- Landscaping (including excavating, filing, grading, tree work)
- Other (describe) _____

9. Describe the Nature and Scope of the Project: _____

10. Describe the Type and Size of Equipment or Machinery That Will Be Used: _____

11. Describe What Potential Exists For Damage to the Public Property: _____

12. Describe What Measures Will Be Taken To Minimize Damage to the Public Property:

NOTICE:

***The City and its representatives accept no responsibility for errors and/or damages caused due to incomplete and/or inaccurate information herein. It is the responsibility of the applicant to ensure the accuracy and completeness of this information.**

***The City will hold applicant responsible for any damage to public streets & roadways in the course of construction, landscape, excavating, filing and grading operations.**

***Under penalty of perjury the applicant declares that the information provided in and enclosed herewith is complete and all documents represented are true and correct representations of the actual project that will be performed in conformance with such representation if approved.**

Signature of Applicant: _____ Date: _____