

PUBLIC WORKS PERMIT APPLICATION

METROPOLITAN AIRPORTS COMMISSION

6040-28TH AVENUE SOUTH
MINNEAPOLIS, MN 55450-2799
612-467-0425 (ph) 612-713-7440(fx)

OFFICE USE ONLY
PERMIT NUMBER:

DATE: _____ MAC NUMBER: _____

SITE ADDRESS/LOCATION: _____

JOB COST (PROJECT VALUATION/BID AWARD AMOUNT)\$: _____

MAC PROJECT MANAGER NAME: _____

PHONE NUMBER: _____

PROPOSED START DATE: _____ ESTIMATED COMPLETION DATE: _____

APPLICANT IS: CONTRACTOR ARCHITECT ENGINEER OTHER

PROPERTY OWNER/TENANT NAME

NAME: _____

ADDRESS: _____

CITY: _____ ST _____ ZIP CODE: _____

CONTACT PERSON: _____ PHONE NUMBER: _____

FAX NUMBER: _____

CONTRACTOR:

NAME: _____

ADDRESS: _____

CITY: _____ ST _____ ZIP CODE: _____

PHONE NUMBER: _____ FAX NUMBER: _____

24 HOUR EMERGENCY NUMBER: _____

PROJECT MANAGER: _____ PHONE NUMBER: _____

FAX NUMBER: _____ 24 HOUR EMERGENCY NUMBER: _____

JOB FOREMAN: _____ PHONE NUMBER: _____

FAX NUMBER: _____ 24 HOUR EMERGENCY NUMBER: _____

ARCHITECT/ENGINEER:

NAME: _____

ADDRESS: _____

CITY: _____

ST: _____ ZIP CODE: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

FAX NUMBER: _____

REGISTRATION NUMBER: _____

Class of Work: New Addition Alteration/Remodel Maintenance/Repair/Replace

TYPE OF STRUCTURE-CHECK ONE ONLY

- ___ OFFICES, BANKS, PROFESSIONAL
- ___ STORES, RESTAURANTS,
WAREHOUSE
- ___ HOTELS, MOTELS
- ___ PARKING GARAGE
- ___ OTHER NON HOUSEKEEPING
SHELTER
- ___ INDUSTRIAL BUILDINGS
- ___ PUBLIC WORKS/UTILITIES
BUILDING
- ___ CHURCHES/RELIGIOUS BUILDINGS

- ___ HOSPITAL AND INSTITUTIONAL
BUILDINGS
- ___ SERVICE STATIONS/REPAIR
GARAGE
- ___ RECREATIONAL, AMUSEMENT
- ___ OTHER NON-RESIDENTIAL
- ___ FENCES, SIGNS, ANTENNAS
- ___ OTHER NON-BUILDING
STRUCTURES

EST. START DATE: _____

EST END DATE: _____

**JOB
LOCATION:** _____

**TYPE OF
WORK:** _____

DESCRIPTION OF WORK/PROPOSED WORK HOURS:

GENERAL INFORMATION:

The MAC Utility Permit Procedure is required before a tenant or contractor may commence any project on property owned by the Metropolitan Airports Commission. If all conditions of the permit are met, the Permit and Inspections Department will authorize the project. Work shall not begin without receipt of a signed permit. If the project is on the Air Operations Area (AOA), the contractor prior to commencement of any work must make proper security and access arrangements. The signed permit shall be maintained at the job site at all times. A drawing (Map) showing the proposed work area must be submitted with the permit application.

SPECIAL CONDITIONS:

If the job site is within the AOA, the contractor shall exercise special care at all times. Additionally, specific conditions must be met:

Security

All workers on the secured AOA must be under the supervision of either a properly badged foreman; a badged tenant employee or a badged MAC employee at all times. Security badges will be issued on the basis of length of project.

If scheduled work will be seven (7) calendar days or longer, a permanent security badge will be required of at least one on-site employee. Sections 1 and 2 of the security forms(s) must be completed and a \$200.00 deposit (each) and a \$10.00 processing fee (each) will be required. The \$200.00 deposit will be refunded upon return of each badge to the Airport Police Department (APD). Permanent badges are issued at the Airport Police Badging Office, Terminal Building, baggage level, Door #1. The phone number is 612-726-5141. NOTE: APD security training may be required.

If scheduled work will be less than seven (7) days, temporary security badges will be required for all on-site employees. Sections 1 and 2 of the security form must be completed for all employees. After receipt of an authorized construction permit; call MAC Operations at 612-726-5111 to coordinate field access.

If security escorts are provided by MAC personnel, there will be a charge of \$40.00 per hour, payable at the conclusion of the work. If escorted by MAC personnel, no security badges will be required for contractor personnel.

Communication and Vehicles:

Communications via radio or cellular phone will be maintained between the contractor and MAC Operations at all times while the contractor is on the AOA. MAC Operations shall be advised when starting and ending work each day, and when the entire project is complete. Company logos and amber flashers will be required on all construction vehicles operating within the AOA.

Construction within aircraft movement safety areas will require special coordination. Construction within runway safety areas shall normally be limited to the hours between 11:00 p.m. and 6:00 a.m.

Unless a dedicated haul route is established by MAC, all construction personnel will be escorted to and from the job site by MAC personnel. When suspending work for the day or for other reasons, the contractor shall remove all personnel, equipment and uninstalled materials except items specifically approved by MAC. The contractor shall sweep and clean immediately all debris caused by construction activities. Work may be suspended by MAC without advance notice due to weather, air traffic or emergency conditions.

