You just can’t close streets without telling us.

Doug Maday
Supervisor of Traffic Maintenance and Equipment (Lane Use Administrator)
25 years with City of Minneapolis Traffic and Parking Services
15 years as Administrator of Lane Use Group

Scott Kramer
Supervisor of Engineering Technician II
11 years with City of Minneapolis Traffic and Parking Services
5 years as Manager of Lane Use Group
6 years Engineering Technician all in Lane Use Group
History

- 1996 City established Ordinances 429 and 430 pertaining to Right of Way Administration and Permits.
- 1997 Excavation Permit fees and Obstruction Permit fees were adopted by full council by resolution.
- Council gives Public Works authorization to create and charge fees for Excavation Permits and Obstruction Permits.
- The decision was made at that time to place importance on primarily informing the City of where the user was occupying public right-of-way.

In 2000 in the Central Business District alone there were 24 major construction projects

- 19 major building projects
- 2 major Fiber Optics lines placed
- 1 Utility relocation
- 1 Sewer line collapse
- Work on the Blue Line Light Rail Corridor had started.
Given the level of street activity, the problems of non-compliance and the strain on city staff a reconsideration of the Obstruction Permit fee became necessary.

2000 City Council formed a Lane Use Oversight Task Force Advisory Committee
The City Engineer, as part of the 2000 Lane Use Oversight Taskforce, recommended the establishment of Obstruction Permit fees similar to the fees adopted for the Excavation Permit in 1997

2001-The first draft document was created and the implementation of the Lane Use Program went live in late summer of 2001
The funding for the Lane Use Program came from a partnership with the Traffic Management Organization of Minneapolis (TMO) and the City of Minneapolis

Lane Use Oversight Task Force Advisory Committee consisted of representative’s from:

- Attorney’s office’s from City of Minneapolis and City of St. Paul
- Minneapolis City Communications
- Minneapolis City Council
- City of Minneapolis Human Resources
- Mayor’s office
- Metro Transit Bus
- Minneapolis Planning
- Minneapolis Police
- Minneapolis Public Works and St. Paul Public Works
- Business Licensing
What was found by the Task Force was that contractors were using parking and moving lanes as well as sidewalks for the convenience of storing materials or parking vehicles within the work zone.

The hope was by charging a fee for the use of the right-of-way the contractors would devise more efficient ways of making use of the work sites but yet maintain safety.

It was a moderate success in the first couple of years but the results since then have been extremely well received.

This funding allowed the opportunity to create a website for online permitting and the addition of additional staffing.

In 2001 the process was still more of the same as far as the permitting process. All permit request were hand typed on a computer as compared to a typewriter but were still faxed to the permit requestor.

This process stayed in place until early 2008 at which time we went live with a web-based permit process.

The web-based system allowed for the permit requestor to fill out their own permit on-line thus reducing the amount of phone calls required to create a permit.
Obstruction Permits Issued

2000 Construction Activity

Minneapolis
City of Lakes

Minneapolis
City of Lakes
I have mentioned a fee structure early on in my talks. The fees that were established in 2001 were broken down into 2 areas of the city. One being the Central Business District.

**Fee Structure**

**Central Business District**

- Moving Traffic Lane: $1 per lineal foot per day
- Parking Lane: $0.25 per lineal foot per day
- Bike Lane: $0.25 per lineal foot per day
- Sidewalk: $0.25 per lineal foot per day
- Alley: $0.25 per lineal foot per day
The other being arterial roadways (colored roadways on the map) consisting of:
- MSA-Municipal State Aid Roadways (red)
- CSA-County State Aid Roadways (green)
- Trunk Highways (blue)
- Residential streets are not billable at this time

**Fee Structure**

**Arterial Road Right of Way**
(MSA, CSA, TH)
- Moving Traffic Lane per lineal foot per day $0.50
- Parking Lane/lineal foot per day $0.15
- Bike Lane/lineal foot per day $0.15
- Sidewalk/lineal foot per day $0.15
- Alley/lineal foot per day $0.15

**Parking Lane with Meter:**
- Lost meter revenue plus hooding charge per Ordinance 93.100
- The hooding charge is a labor charge for hooding and unhooding meters.
- No grace period applies.

**Cost for Parking Lane.**
- $0.15 per curb foot per day on Trunk Highways, County State Aid, and Municipal State Aid roadways outside of downtown.
- $0.25 per curb foot per day in the Downtown Area.*

**Parking Lane without Meter:**
- $0.15 per curb foot per day on Trunk Highways, County State Aid, and Municipal State Aid roadways outside of downtown.
- $0.25 per curb foot per day in the Downtown Area.

**Driving Lane:**
- $0.50 per lane foot per day on Trunk Highways, County State Aid, and Municipal State Aid roadways outside of downtown.
- $1.00 per lane foot per day in the Downtown Area.
Sidewalk/Boulevard Area:
- $0.15 per curb foot per day on Trunk Highways, County State Aid, and Municipal State Aid roadways out of downtown.
- $0.25 per curb foot per day in the Downtown Area.
- Fee waived if covered walkway is provided.
- When closure of a sidewalk is such that travel routes are altered, the fee associated with the closure is from crosswalk to crosswalk on the block obstructed unless an ADA accessible temporary walkway (4 foot wide or more) can be established or a covered walkway is provided. If this is possible there would be no fee associated with the sidewalk closure, however, the appropriate parking, travel, or bicycle lane fee would be charged.

Alley:
- $0.15 per curb foot per day on any alley outside of downtown.
- $0.25 per curb foot per day in the Downtown Area.
- The fee associated with any alley closure would be the full length of the block affected by the alley closure.

Turn Lane, Bus Stop:
- Treated as a loss of a through lane.
- Intersection: Treat each street separately.

Lane Use
Consists of a staff of 5 individuals at this time
- Administrator
- Manager
- 3 support staff
- The manager deals one on one with contractors especially when it comes to new projects that are about to take place. A majority of the manager’s time is spent meeting with various contractors, government officials and coordinating the terms and conditions that make the permit.
- The support staff are the backbone of the operation. Their duties consist of writing the multitude of permits (10,000+ in 2016) as well as being the eyes on the street making sure that permits follow the special conditions allotted each permit. In addition they are recording data for closures so that the fee’s can be invoiced out each month or at the end of the permit time. They can adjust permits on the fly if the conditions exist where changes are needed.
- The Lane Use Group relies heavily on contacts that have been developed over the years from Police, Traffic Control Agents, City Officials, Government Agencies and contractors. Without their contacts the job can be very challenging.
Traffic Division Pre-Construction Meeting with contractor/permit holder

- Explanation of what may need to be done before a permit is allowed
- Relocation of Traffic infrastructure
- Striping of Roadway
- Roadway signing
- Need for TCA’s or off-duty police officers
- Sidewalk’s required
- Travel lanes required (vehicular/bicycles)
- Flexibility

Minneapolis
City of Lakes
All fees incurred are responsibility of permit holder.

Lane use fees will apply when the closure or obstruction of moving lanes, parking lanes, bike lanes, and/or sidewalks/lengths of sidewalks. If you have more than one lane, they will be assessed per-lane.

Sidewalk and bike lane fees are charged for the whole block length of the sidewalk and/or bike lane, respectively.

All other fees are charged for the part of the lane that is closed or obstructed, from the curb to the street. All fees are charged for the entire block length of the closed or obstructed lane.

Non-commercial fees are charged for the area bounded by 100th St SE, Mississippi River, and Plymouth Ave S.

Motor back-up fees are charged for all State St, County Rd, and State Highway routes outside of the city block area.

If the permittee for this permit is not the owner of the property, tons issued to the permittee by the city company in violation with inspections will be issued to the owner of the property.

The costs for non-permit parking pass in Minneapolis is determined by the location of the parking area. The cost is based on the amount of parking space provided and the type of parking space. Parking spaces are divided into two types: on-street parking (roadside) and off-street parking (garages, parking facilities, etc.). The cost of parking also depends on the duration of parking. The longer the parking period, the higher the cost.

To arrange the opening of the permits, the permittee must submit a request to the Minneapolis Department of Transportation. The request must be accompanied by the required documentation, such as a letter of authorization from the property owner, a map of the parking area, and a plan of the parking facilities.

To arrange the closure of the permits, the permittee must submit a request to the Minneapolis Department of Transportation. The request must be accompanied by a letter of authorization from the property owner, a map of the parking area, and a plan of the parking facilities.

To arrange the removal of the permits, the permittee must submit a request to the Minneapolis Department of Transportation. The request must be accompanied by a letter of authorization from the property owner, a map of the parking area, and a plan of the parking facilities.

If you have any questions or concerns, you can contact the Minneapolis Department of Transportation at 612-673-2700. You can also visit their website at http://www.minneapolisparks.com. If you need to speak to a representative, please call 612-673-2700. You can also visit their website at http://www.minneapolisparks.com.

To receive more information, please contact the Minneapolis Department of Transportation at 612-673-2700. You can also visit their website at http://www.minneapolisparks.com.
Obstruction Permit

This permit is issued to: [Name]

Location: [Location]

Description: [Description]

Duration: [Duration]

issuance date: [Issuance Date]

Notifications: [Notifications]

Contact: [Contact Information]

Approved by: [Approval]

 Issued by: [Issuance]

[City of Minneapolis]

City of Lakes

[City Logo]

[Signature]

[Date]

[City Logo]

[Signature]

[Date]
Questions?