

Roscommon County Road Commission
 820 E. West Branch Rd.
 Prudenville, MI 48651
 Phone 989-366-0333 / Fax 989-366-0299

Application No. _____
 Permit No. _____
 Issue Date _____

**APPLICATION AND PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN
 WITHIN THE RIGHT-OF-WAY OF; OR TO CLOSE, A COUNTY ROAD.**

APPLICATION

An applicant is defined as an owner of property adjacent to the right-of-way, the property owner's authorized representative; or an authorized representative of a private or public utility who applies for a permit to construct, operate, use, and/or maintain a facility within the right-of-way for the purpose outlined within the application. A contractor who makes application on behalf of a property owner or utility must provide documentation of authority to apply for a permit.

APPLICANT	Name:	CONTRACTOR	Company:
	Address: <input type="checkbox"/> <input type="checkbox"/>		Address:
	Phone No: Cell No:		Phone No: Cell No:
	Fax No:		Fax No:
	Email Address:		Email Address:

Applicant/Contractor request a permit for the following work within the right of way of a county road:

LOCATION: County Road _____ Between _____ And _____
 Township _____ Section ___ T ___ R ___ Side of Road N S E W Property ID _____
 DATE: Work to begin on _____; Work to be completed by _____

I certify and acknowledge that (1) the information contained in this application is true and correct, (2) the commencement of the work described in this application shall constitute acceptance of the permit as issued, including all terms and conditions thereof and, (3) if this permit is for commercial or residential driveway work, I am the legal owner of the property that this driveway will serve, or I am the authorized representative.

Applicant's Signature: _____	Contractor's Signature: _____
Title: _____ Date: _____	Title: _____ Date: _____

PERMIT

The term "Permit Holder" in the terms and conditions set forth on the reverse side hereof, refers to the applicant and the contractor, where applicable. By performing work under this permit, the Permit Holder acknowledges and agrees that this permit is subject to all the rules, regulations, terms and conditions set forth herein, including on the reverse side hereof. Failure to comply with any of said rules, regulations, terms and conditions shall render this permit NULL AND VOID.

REQUIREMENTS	FEE TYPE	AMOUNT	RECEIPT NO	DATE					
	Application Fee				Letter of Credit \$ _____	<input type="checkbox"/>	Y	<input type="checkbox"/>	N
	Permit Fee				Surety Bond \$ _____	<input type="checkbox"/>	Y	<input type="checkbox"/>	N
	Inspection Fee				Retainer Letter	<input type="checkbox"/>	Y	<input type="checkbox"/>	N
	Bond				Approved Plans on File	<input type="checkbox"/>	Y	<input type="checkbox"/>	N
	Deposit				Certificate of Insurance	<input type="checkbox"/>	Y	<input type="checkbox"/>	N
	Other				Attachments/Supplemental Specifications	<input type="checkbox"/>	Y	<input type="checkbox"/>	N
	To Be Billed								

OTHER REQUIREMENTS: _____

Recommended For Issuance By: _____ Approved By: _____
 Title: _____ Date: _____ Title: _____ Date: _____

TERMS AND CONDITIONS

1. **Specifications.** All work performed under this permit must be done in accordance with the application, plans, specifications, maps and statements filed with the County Road Commission ("Road Commission") and must comply with the Road Commission's current procedures and regulations on file at its offices and the current MDOT Standard Specifications for Construction, if applicable.
2. **Fees and Costs.** The Permit Holder shall be responsible for all costs incurred by the Road Commission in connection with this permit and shall deposit estimated fees and costs as determined by the Road Commission, at the time the permit is issued.
3. **Bond.** The Permit Holder shall provide a cash deposit, irrevocable letter of credit or bond in a form and amount acceptable to the Road Commission at the time permit is issued.
4. **Insurance.** The Permit Holder shall furnish proof of general liability insurance in amounts not less than \$1,000,000 each occurrence and general aggregate, proof of automobile liability in amounts not less than \$1,000,000 combined single limit for each accident, bodily injury per accident, and property damage per accident, and in an amount not less than \$500,000 for bodily injury per person. Such proof of insurance shall include a valid certificate of insurance demonstrating that the Road Commission is an additional insured party on the policy. Such insurance shall cover a period not less than the term of this permit and shall provide that it cannot be cancelled without 30 days advance written notice to the Road Commission, by certified mail, first-class, return receipt requested. This permit is invalid if insurance expires during the authorized period of work described herein.
5. **Indemnification.** In addition to any liability or obligation of the Permit Holder that may otherwise exist, Permit Holder shall, to the fullest extent permitted by law, indemnify and hold harmless the Road Commission and its commissioners, officers, agents, and employees from and against any and all claims, actions, proceedings, liabilities, losses, and damages thereof, and any and all costs and expenses, including legal fees, associated therewith which the Road Commission may sustain by reason of claims for or allegations of the negligence or violation of the terms and conditions of this permit by the Permit Holder, its officers, agents, or employees, arising out of the work which is the subject of this permit, or arising out of work not authorized by this permit, or arising out of the continued existence of the operation or facility, which is the subject of this permit.
6. **Miss Dig.** The Permit Holder must comply with the requirements of Act 53 of Public Acts of 1974, as amended. CALL MISS DIG AT (800) 482-7171 or www.missdig.org AT LEAST THREE (3) FULL WORKING DAYS, BUT NOT MORE THAN FOURTEEN (14) CALENDAR DAYS, BEFORE YOU START WORK. The Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
7. **Notification of Start and Completion of Work.** The Permit Holder must notify the Road Commission at least 48 hours before starting work, when work is completed, and additionally as directed by the Road Commission.
8. **Time Restrictions.** All work shall be performed Mondays through Fridays between 8:00 a.m. and 5:00 p.m. unless written approval is obtained from the Road Commission, and work shall be performed only during the period set forth in this permit. Perform no work except emergency work, unless authorized by the Road Commission on Saturdays, Sundays, or from 3:00 p.m. on the day proceeding until the normal starting time the day after the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.
9. **Safety.** Furnish, install and maintain all necessary traffic controls and protection during Permit Holder's operations in accordance with the *Michigan Manual of Uniform Traffic Control Devices, Part 6* and any supplemental specifications set forth herein.
10. **Restoration and Repair of Road.** The construction, operation and maintenance of the activity covered by this permit shall be performed by the Permit Holder without cost to the Road Commission unless specified herein. The Permit Holder shall also be responsible for the cost of restoration and repair of the right-of-way determined by the Road Commission to be damaged as a result of the activity which is the subject of this permit. Restoration shall meet or exceed conditions when work is commenced and be in accordance with specifications. The Permit Holder shall be responsible for costs incurred by the Road Commission for emergency repairs performed by or on behalf of the Road Commission for the safety of the motoring public. Said repairs shall be performed with or without notice to the Permit Holder if immediate action is required. This determination shall be in the sole and reasonable opinion of the Road Commission.
11. **Limitation of Permit.** Issuance of this permit does not relieve Permit Holder from meeting any and all requirements of law, or of other public bodies or agencies. The Permit Holder shall be responsible for securing and shall secure any other permits or permission necessary or required by law from cities, villages, townships, corporations, property owners, or individuals for the activities hereby permitted. Any work not described by the application, including the time and place thereof, is strictly prohibited in the absence of the application for and issuance of an additional permit or amendment to this permit.
12. **Revocation of Permit.** This permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate or remove its facilities at its expense at the request of the Road Commission. It is understood that the rights granted herein are revocable at the will of the Road Commission and that the Permit Holder acquires no rights in the right-of-way and expressly waives any right to claim damages or compensation in case this permit is revoked.
13. **Assignability.** This permit is not assignable and not transferable unless specifically agreed to by the Road Commission.
14. **Authority.** The statutory authority of the Road Commission to require compliance with permit requirements is predicated upon its jurisdictional authority and is set forth in various statutes including, without limitation and in no particular order, MCL §247.321 et seq; MCL §224.19b; MCL §560.101 et seq; and MCL §247.171 et seq.

SUPPLEMENTAL SPECIFICATIONS:

(1) Additional Requirements

A: Right-of-Way application and permit shall have a drawing, sketch or set of plans attached.

(2) Permit The foreman in charge of the work shall have the permit and the approved plans or sketches in his possession on the job at all times.

(3) Excavation and Disposal of Excavated Material The County Engineer shall specify if trenches or excavations under or adjacent to the road surface shall be sheeted, shored, and/or braced in such a manner as to prevent caving, loss, or settlement of foundation material supporting the pavement.

Excavated material shall be stocked in such locations that it does not obstruct vision on the traveled portion of the highway and in such a manner that it will interfere as little as possible with the flow of traffic. Sod and topsoil shall be stocked separately from other excavated material. The applicant shall dispose of all surplus and unsuitable material outside of the limits of the highway unless the permit provides for disposal at approved locations within the rightofway. In the latter case, the material shall be leveled, seeded, and trimmed in an approved manner.

(4) Backfilling and Compacting Backfill All trenches, holes, and pits shall be filled with sound earth or with sandgravel if so provided, placed in successive layers not more than 9 inches in depth, loose measure, and each layer shall be thoroughly compacted by tamping and all backfill subject to check by the Controlled Density Method. Sod and topsoil shall be replaced and necessary seeding done under the direction of the County Highway Inspector.

Sandgravel backfill material shall consist of approved bankrun sand or gravel or a mixture of approved sand or stone screenings with gravel or crushed stone, provided there shall be a substantial excess of sand or stone screenings in the mixture. All of the materials shall be of such size that it will pass through a screen having 2 1/2 inch square openings, unless otherwise authorized.

(5) To apply to non volatile transmission facilities. Crossing Roadbed by tunneling. When the pipe is installed by tunneling, boring or jacking without cutting the existing pavement, the backfill shall be made by tamping a dry mix or lean concrete into place so as to completely fill any voids remaining around the installation. The concrete shall be composed of one part of Portland cement and 10 parts of sandgravel by volume. Sandgravel shall conform to the requirements given in paragraph 4.

(5A) Installations of transmission facilities containing volatile materials shall be in accordance with Michigan Gas Safety Code.

(6) Crossing by Cutting Pavement and Trenching When this method is approved by the Roscommon County Road Commission because of extenuating circumstances the pavement shall be cut so that the opening is a minimum of 5' wide and at least 1' wider on each side than the trench. In no case shall an open cut result in a remaining slab width of less than 5' from patch to an existing joint. The cut shall be made by sawing to full depth the concrete. Cuts in concrete residential and commercial drives shall be as above except that the patch width shall be a minimum of 3' and the remaining slab from patch to existing joint to be a minimum of 3'.

Backfill shall be made with sandgravel as specified in paragraph 4. The top or backfill will be a minimum of 6 inches below the bottom of existing hard surface to allow 6 inches of processed gravel to be compacted in place to match existing gravel grade. After the backfill has been placed by controlled density method and thoroughly compacted, the pavement shall be replaced with new pavement of the original type and quality, unless weather limitation will not permit, in which case a temporary patch will be placed.

(7) Depth of Cover Materials Pipes shall be placed to a depth that will provide not less than 4 feet of cover between the top of the roadway surface and the pipe. On lateral installations all facilities will be placed at a depth of 3.0' (feet).

(8) Maintaining traffic To the extent required by law, the applicant at his expense will maintain the facilities located within the highway right of way so such facilities will not interfere with the use of the highway by the traveling public. No work except emergency work shall be performed on Sundays or Legal Holidays unless authorized by the Roscommon County Road Commission.

(9) Tree Trimming or Tree Removal (a) Secure permission of the abutting property owner where required. (b) Dispose of all limbs, stumps and litter in a manner acceptable to the County Highway Engineer. (c) Comply with any additional supplemental provisions deemed necessary to protect the interests of the Roscommon County Road Commission.

(10) Inspection In all cases the applicant shall notify the County Highway Engineer when the work will commence so, if necessary, arrangements may be made to have an inspector present while the work is in progress. The applicant will be billed for the necessary expense of the inspector.

(11) Any operation in the right of way not covered by the above specifications, submitted with this permit, or the Michigan State Highway Department Standard Specifications, or the Roscommon County Road Commission construction methods and material requirements as shown in the current manual of Subdivision. Control Procedures, shall be done in accordance with instructions of the County Highway Engineer.

(12) Full Compliance is required with any regulations of the Public Service Commission.

(13) Bonding All work to be performed in the right of way must be covered by a suitable bond to be determined by the County Highway Engineer in the form of: 1. Cash 2. Certified Check 3. Certificate of Deposit furnished to Board of County Road Commissioners, to insure complete compliance of the above specifications.

(14) Roscommon County Road Commission will not issue permits to work under ground from approximately November 15 through April 1 depending on weather, except in emergency situations.

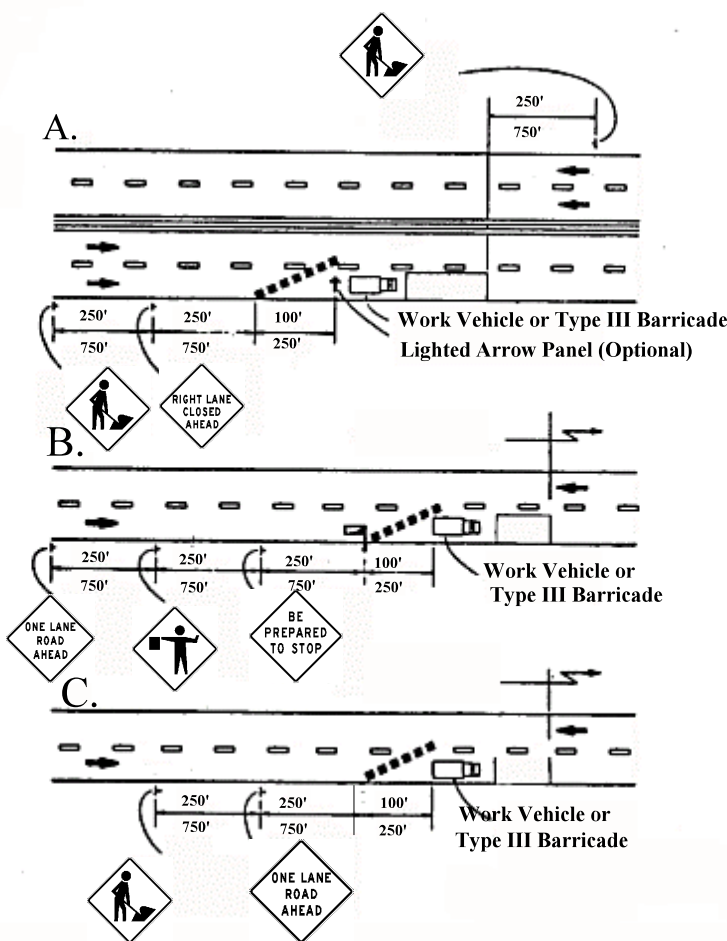
RIGHT-OF-WAY PERMIT
ATTACHMENT

For any and all operations under this permit, the Contractor along with the Applicant will hereby assume responsibility for:

- A. Knowing and understanding the Michigan Manual of Uniform Traffic Control Devices (1994 edition).
- B. Supplying the necessary signs, signals, lighting devices, markings, barricades, channeling and hand signal devices to properly sign the job permitted.
- C. The design, application, installation and maintenance of various traffic control devices required for road or street construction, maintenance operations and utility work.

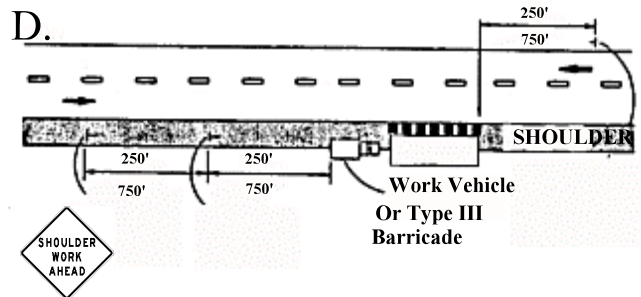
Applicants Signature/Date _____ and Contractors Name/Date _____

do hereby agree to follow the above rules and the rules of the Michigan Manual of Uniform Traffic Control Devices (1994 edition).



KEY

- Channelizing Devices
- Flagman



NOTES

1. The work vehicle shall have either barricade markings or flashing (alternating) or rotating lights.
2. At least one standard orange warning flag should be positioned over each warning sign used for these operations.
3. The minimum size of all warning signs used in conditions (a), (b), and (c) shall be 48" x 48" where posted highway speeds exceed 40 mph and 36" x 36" for other locations. (The 85th percentile speed may be assumed where speeds are not posted.)
4. The minimum size of warning signs used in condition (d) shall be 36" x 36" except for the MEN WORKING sign, which may have a minimum size of 30" x 30".
5. Spacing of signs and other devices in advance of work areas is shown as a range; a spacing near the lower end of the range will usually be appropriate where lower vehicle speeds prevail, but spacing outside the range may be used where roadway and/or traffic conditions require.
6. Portable supports are permitted for all signs shown. The minimum bottom height for these signs is one foot.
7. When one lane of a two-lane, two-way roadway is closed for work, flagger is ordinarily required (condition b). On two-lane, two-way residential type streets, however, flaggers may not be needed if speeds and volumes are low (condition c).
8. These plans do not preclude provision of additional traffic control devices nor the control of speed and parking when approved by the appropriate highway authority.
9. Speed limit signs may be required as directed by the designer or foreman.