

**Village of Fife Lake
616 Bates/Box 298
Fife Lake, MI 49633**

Phone: (231)879-4291 Fax: (231)879-5153

RIGHT OF WAY PERMIT APPLICATION

APPLICATION AND PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN WITHIN THE RIGHT-OF-WAY OF; OR TO CLOSE, A FIFE LAKE VILLAGE ROAD APPLICATION (FIFE LAKE VILLAGE, HEREIN REFERRED TO AS "VILLAGE").

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. Failure to obtain a permit prior to work commence will result in penalties according to Schedule A

APPLICANT

CONTRACTOR

Name: _____ Name: _____

Company: _____ Company: _____

Address: _____ Address: _____

Phone No: _____ Phone No: _____

Cell No: _____ Cell No: _____

Fax No: _____ Fax No: _____

Email: _____ Email: _____

Applicant/Contractor request a permit for the following work within the right of way of a Village road, alley or property:

LOCATION: Village Road/ROW: _____

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 work, I have the legal right to do said work, or I am the authorized representative.

Applicant's Signature: _____

Title: Date:

Contractor's Signature: _____

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. Fees according to Schedule A.

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 (use Fee Schedule A) AMOUNT

ENCLOSED:

RECEIPT NO :

DATE :

Letter of Credit \$ _____

Surety Bond \$ _____

Retainer Letter

Approved Plans on File

Certificate of Insurance

Attachments/Supplemental Specifications

Y	N	Application Fee
Y	N	Permit Fee
Y	N	Inspection Fee
Y	N	Bond
Y	N	Deposit
Y	N	Other

OTHER REQUIREMENTS:

Recommended For Issuance By/Approved By:

Title: _____ Date: _____

Title: _____ Date: _____

Application No. _____ Permit No. _____

Issue Date _____ CRA 100 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 Village and must comply with the 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 Village in connection with this permit and shall deposit estimated fees and costs as determined by the Village, at the time the permit is issued. Bond. The Permit Holder shall provide a cash deposit, irrevocable letter of credit or bond in a form and amount acceptable to the Village 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 Village 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 canceled without 30 days advance written notice to the Village, 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 Village 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 Village 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 Village at least 48 hours before starting work, when work is completed, and additionally as directed by the Village.

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 Village, and work shall be performed only during the period set forth in this permit. Perform no work except emergency work, unless authorized by the Village 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 Village 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 Village 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 Village for emergency repairs

performed by or on behalf of the Village 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 Village.

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 Village. It is understood that the rights granted herein are revocable at the will of the Village 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 Village.
14. **Authority.** The statutory authority of the Village 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.

I have read this and understand I am responsible:

Signature _____ Date _____

1. **PERMIT**-The individual in charge of the work shall have the permit and the approved plans or sketches in their possession on the job at all times.
2. **CONCRETE DRIVEWAYS**-Concrete used shall be 1990 MDOT Type 35P, 35S or 35HE. The reinforcement and formwork must be inspected by a representative from the Village prior to placement of concrete. Contact the Village to arrange for an inspection during normal business hours at least 24 hours prior to anticipated time formwork will be ready. Formwork may need to be modified prior to placement of concrete. Concrete placed within road right-of way prior to inspection is subject to removal by the Village. Drainage improvements, such as the placement, replacement, or extension of a culvert on an existing drive, may be required prior to any concrete work.
3. **EXCAVATION and DISPOSAL of EXCAVATED MATERIAL**-The Contractor and/or the Utility Company shall provide and place the necessary sheeting, shoring, and bracing

required to prevent caving, loss or settlement of foundation material supporting the pavement, or any other highway installation such as sewers, culverts, etc. The Contractor and/or Utility Company shall assume the full responsibility for this protection. 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 not interfere with the flow of traffic. The applicant shall dispose of all surplus and unsuitable material outside of the limits of the Right-of-Way unless the permit provides for disposal at approved manner.

BERMS WILL NOT BE ALLOWED UNLESS SHOWN AND APPROVED ON THE PERMIT.

4. OPEN CUTS-Excavated area shall be backfilled with the same material that was removed or as directed by Village inspector. (Wet clay cannot be compacted satisfactorily). Material shall be placed in 6" lifts and compacted to 98% maximum density with a vibratory compactor. Density tests shall be taken by personnel acceptable to the Village and documentation shall be made available to the Village. The cost of density testing will be borne by the permittee. Gravel base shall be 6" CIP or M.D.O.T. Spec. 22A gravel compacted to at least 98% of maximum density, or match existing gravel thickness, whichever is greater. The existing pavement shall be neatly saw cut around the hole before placing the pavement patch. Minimum patch to be 6' x 6'. Bituminous surface course shall be 1 1/2" of 13A bituminous mixture at 165 pounds/syd and base course shall be 1 1/2" of 13A bituminous mixture at 165 pounds/syd. The contractor shall match the existing pavement thickness or provide specified 3" as indicated, whichever is greater. Gravel patch will not be allowed overnight without prior approval of the Village. A representative from the Village must be on site while backfill and pavement restoration work is completed.
5. GRAVEL ROAD CROSSINGS-All trenches across the roadbed shall be backfilled as specified in Paragraph 4 to within 10" of the finished road surface. The top 10" shall be constructed with 23 A aggregate with 100% crushed material.
6. CROSSING ROADBED by BORING and JACKING or DIRECTIONAL BORING-No air-powered apparatus or "missiles" allowed. Bore pits must be located a minimum of 15' from the edge of pavement and a minimum of 4' below the road surface. When the pipe is installed by this method without cutting the existing pavement, all remaining voids around the installation shall be filled by a method approved by the Village inspector. Pressure grouting shall be required when deemed necessary. When the traveled portion of a road is tunneled or bored and jacked, the length of the pipe or casing shall extend 15' beyond the edge of the road. A representative from the Village must be on site while boring is completed.
7. DEPTH OF COVER MATERIAL-Depth of cover for underground facilities shall be determined at the time of application for a permit. In no case shall there be less than four (4) feet of cover between the surface of the traveled portion of the road and the facility being placed, and not less than three (3) feet below the flow line of the ditches.
8. REMOVAL or TREE PROTECTION -Applicant must offer affected property owners right-offirst refusal for any salvageable wood: a) REMOVAL-Dispose of all limbs, logs, stumps,

and litter in a manner acceptable to the Commission and local or state requirements. b) PROTECTION-Underground facilities that interfere with trees in the right-of-way shall be bored 6" for each inch of tree diameter in all directions from the base of the tree.

9. RESTORATION and FINAL CLEAN UP- Final clean up shall be such that it will provide a condition equal to or better than the original condition.
10. PROTECTION of ESTABLISHED SURVEY POINTS and DATUM-The Permit Holder shall protect, preserve, and/or restore at their own expense, any established survey points and datum within the limits of the work covered by this permit.
11. TRAFFIC AND SAFETY-When this permit allows the closing of a road, or the use of one or more traffic lanes, or where construction is in proximity to the traveled portion of the road, signs, signals, lights, etc., shall be placed and maintained in accordance with the Michigan Manual of Uniform Traffic Control Devices and/or Commission specifications. The traffic control called for shall be minimal and the contractor shall erect and maintain at their own expense all signs, signals, etc., for safety as directed by Traffic Services and/or Maintenance Supervisor of the Commission.
12. Any operation in the right-of-way not covered by these specifications shall be done in accordance with the instructions of the Village Road Engineer, and/or the inspector assigned to the project.
13. Full compliance is required with any regulations of the Public Service Commission and the Municipal or State Regulations
14. SEASONAL RESTRICTIONS-No activity allowed within road right-of-way between November 15 and April 15 without permission from the Village on a daily basis.

I have read this and understand I am responsible for complying with the 7 page permit process herein:

Signature _____ Date _____

PLEASE MAKE CHECKS TO: Village of Fife Lake **Submission of application does not constitute permission to begin construction or work. Allow a minimum of 7-10 business days once a complete permit application is received before an application can be approved. Failure to obtain a permit prior to work commence will result in penalties according to Schedule A