



CITY OF OTSEGO

117 E. Orleans St. Otsego, MI 49078

269-692-3391

269-692-2643 (F)

WWW.CITYOFOTSEGO.ORG

RIGHT OF WAY PERMIT

Application for Permit to:
<input type="checkbox"/> Dig in right-of-way outside pavement
<input type="checkbox"/> Dig in right-of-way within pavement
<input type="checkbox"/> Hang banner
<input type="checkbox"/> Erect and maintain detour
<input type="checkbox"/> Close a street
<input type="checkbox"/> Reconstruct sidewalk

	Owner	Contractor
Name		
Address		
Phone		
Fax		
Email		
Signature		

The applicant proposes work on the following streets _____

Nature of work _____ Work begins _____ Work ends _____

If ROW is not repaired by end date, DPW Supt. has the authority to repair if City deems it necessary.

This permit application covers only work anticipated. Any additional work requires a modification to the permit. The work is subject to the following conditions:

1. All work is to be performed at no cost to the City.
2. **OWNER** accepts responsibility for the work. Any work performed by the City to secure or finish the work shall become a special assessment to the applicant's property.
3. Contractors and owners are responsible for all necessary precautions to prevent injury or damage to persons or property.
4. Provision and maintenance of all traffic control devices stipulated in either:
 - a. Owners supplied traffic management plan
 - b. The City mandated traffic management plan. **NO SIGNS WILL BE PROVIDED BY THE CITY.**
5. Proof of insurance and restoration bond shall either be provided by the applicant or be on file with the City.

6. Contractor or owner to call MISS DIG prior to commencement of any work.
7. Permit to close any City street, requires approval by City Manager or City Commission.
8. Water and/or sewer work require separate permitting and inspection through the Water and or Sewer departments.

Additional Information

Needed	Supplied		Due	Paid	
		Proof of Insurance			Deposit on Restoration \$500
		Traffic Management Plan			Base Permit Fee \$25

Supplemental Specifications

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. The applicant shall allow the City Manager or his representative on the site at all times to inspect the work. 2. If an inspector is needed to stay with the work, the cost of the inspection will be paid by the applicant. Failure to pay inspection costs will result in a special assessment. 3. All work shall be performed to MIOSHA rules and regulations. Trench protection and shoring shall be the responsibility of the contractor and owner. 4. All excavated material shall be stored off the right-of-way or removed promptly if excavated from the travel portion of the street. Back fill material shall not be stored in a way to impede the flow of storm water, or within 5 feet of any tree, when possible. 5. Approved back fill:
MDOT Class II Sand compacted to 98% proctor density
ODOT 304 Limestone: top 12 inches 98% proctor density
Alternate: Flowable fill per City of Otsego specs | <ol style="list-style-type: none"> 6. Bituminous: 2-1.5 inch lift of approved bituminous material, straight edges
Finish: Hot rubber joint sealer 6. When tree trimming, removal or root cutting is part of the request for permit, it shall be noted on the plans accompanying the application. If tree trimming, removal, or root cutting is approved by the City DPW Supt. it shall be the responsibility of the applicant to perform the works and dispose of all log, brush, limbs, stumps and litter in accordance to a manner acceptable to the City DPW Supt. When required, a replacement tree will be planted at permittee's expense. <p style="text-align: center;">Boring Requirements</p> <p>When an underground utility comes within 4 feet or 1 foot for each 1 inch of trunk diameter of the tree, the utility shall bore underneath the tree the distance required. No looping around a tree shall be allowed. Exceptions to these boring requirements must be approved by the City DPW Supt. before the permit is issued.</p> |
|---|--|

Approvals

Needed	Signature	Date
<input type="checkbox"/> DPW Supt.	_____	_____
<input type="checkbox"/> Police Chief	_____	_____
<input type="checkbox"/> Fire Chief	_____	_____

Details to be Followed

Driveway
 Pipe Trench
 Curb and Gutter
 Tree Protection

Special Conditions
