

IONIA COUNTY ROAD COMMISSION
169 E. Riverside Drive; P.O. Box 76, Ionia MI 48846
(616) 527-1700 (office) or (616) 527-8848 (fax)

APPLICATION FOR PERMIT

to construct, operate, maintain, use and/or remove within a county road right-of-way

If an applicant hires a contractor to perform the work, the contractor information below must be filled out. BOTH applicant and contractor assume responsibility for the provision of this application and permit.

APPLICANT

NAME:
MAILING ADDRESS:
CITY, STATE, ZIP:
TELEPHONE: FAX:

CONTRACTOR

NAME:
MAILING ADDRESS:
CITY, STATE, ZIP:
TELEPHONE: FAX:

PERMIT LOCATION

Township: Section Number
Name of Road: Which side of road? N S E W
Between (closest road): and

Approximately how far from nearest road?

Permit Type (circle one): Residential Farm Field Commercial Public/Private Road Other.

Driveway Surface Type (check one): Gravel Bituminous Concrete

Planned start date: Planned completion date

Permits will be issued within seven (7) working days from the day the flag/marker is in place. Permit may be picked up, mailed or faxed to the applicant. By signing below, the applicant and/or their contractor acknowledge receipt of the General and Supplemental Permit Specifications and agree to abide them and any requirements shown on the approved permit. Work cannot begin until an approved permit has been issued.

Applicant Signature: Date:

Contractor Signature: Date:

FOR ICRC OFFICE USE ONLY:

Notes:

Permit fee: To be billed: Other:
Date: Bond: Application number:
Receipt #: Deposit: Inspected by:

IONIA COUNTY ROAD COMMISSION UTILITY PERMIT SPECIFICATIONS

SPECIFICATIONS:

All work performed under this permit shall be done in accordance with the plan specifications, maps, local ordinances, and statements filed with the commission; including any amendments made by the Ionia County Road Commission, and comply with the Commission's current requirements and specifications on file as well as Michigan Department of Transportation Standard Specifications. Applicant will be responsible for completion of all items of construction set forth in the permit, prior to the expiration date on the permit. Once completed, the applicant will be responsible for notifying the Ionia County Road Commission so that a compliance inspection can be scheduled.

1. Permit must be approved before work commences. Permits must be on site during construction. Failure to do so will result in immediate shut down. Permit only Valid to Applicant and its Employees. All Subcontractors shall be required to obtain additional permits.

2. Assignability:

This permit may not be assigned without prior approval of the Ionia County Road Commission. If approval is granted, the assignor shall remain liable and assignee shall be bound by all the terms of this permit.

3. Safety:

Permit holder under this permit shall be required to work in a safe manner, furnish, install, and maintain all necessary traffic control and protection during construction in the highway right of way in accordance with the Michigan Manual of Traffic Control Devices and to keep the area affected by this permit in a safe condition (any damages to or debris drug onto the shoulder and/or roadway shall be repaired and/or removed promptly by the applicant) until work is completed as deemed necessary by the Ionia County Road Commission.

4. Ionia County Road Commission reserves the right to halt any and all activities in the event of a permit violation, revocation or failure to obtain an appropriate permit.

5. Revocation or Violation of Permit:

The permit will be suspended or revoked for failure to comply with the permit, local or safety requirements, and the permit holder shall surrender and alter, relocate or remove its facilities at its expense; following the request of the Commission. The Commission may remove permit holder-s or their contractor-s facilities without notice at the permit holder-s expense.

6. Notification of Intent to Start:

Permit holder must notify the Commission at least forty-eight (48) hours, but not to exceed ninety-six (96) hours, excluding weekends and holidays, before starting work within the right-of-way.

7. Restoration and Repair-of Road:

Permit holder agrees to, in a timely manner (as determined by the Ionia County Road Commission), restore the road and right-of way to conditions equal to or better than before work was begun, and to repair any damage to the road right-of-way which is the result of the facility whenever it occurs or appears.

8. Limitation of Permit:

This permit does not relieve the permit holder from meeting other applicable laws and regulations of other agencies. The Permit Holder is responsible for obtaining additional permits or leases which may be required in connection with this work from other government agencies, public utilities, corporations and individuals, including property owners. Permission may be required from adjoining property owners.

9. Soil Erosion:

The permit holder shall take all appropriate erosion control measures.

10. Time Restrictions:

All work shall be performed Monday through Friday, excluding holidays, between 8:00 a.m. and 5:00 p.m. unless written approval is obtained from the Ionia County Road Commission, and all work shall be performed only during the period set forth in this permit.

11. Time Period:

The period applied and granted in this application and permit covers activity within the right-of-way for a period of one year from date of issuance. Failure of permit holder to finish work within one (1) year from date of issuance shall cancel this permit. Renewal may be obtained for an additional year upon payment of the permit fee. The obligation to operate, use, and/or maintain the facility to the satisfaction of the Commission remains in force as long as the facility exists and is within an area under the jurisdiction of the Commission.

12. Miss Dig:

Permit holder must comply with the requirements of Act 53 of Public Acts of 1974, as amended. Call Miss Dig at (800) 482-7171 at least three (3) full working days, but not more than twenty-one (21) calendar days, before you start work. Permit holder assumes all responsibility for damaged or interruption of underground utilities.

13. Insurance:

Permit holder shall furnish proof of liability and property damage insurance in the amount stated on this permit naming the Commission as an additionally Insured. Such insurance shall cover a period of not less than the term of this permit and shall provide that it cannot be canceled without release from the Ionia County Road Commission.

14. Indemnification:

Permit holder shall hold harmless and indemnify and keep indemnified the Commission, its officers and employees from all claims, suits and judgments to which the Commission, its officers, or employees may be subject and for all cost and actual attorney's fees which may be incurred on account of injury to person or damage to property; including property of the Commission; whether due to the negligence of the Permit Holder or the joint negligence of the Permit Holder and the Commission; arising out of the continued existence of the work product which is the subject of this permit.

15. This permit is subject to supplemental specifications on file with the Commission and Act 200 of Public Acts of 1969.

Requirements

Overhead Road Crossings Mainline	22'	Minimum Height
Underground Mainline Cable in R/O/W (All Pedestals shall be moved back to cable location, unless specified on permit).	42"	Minimum Depth
Road Bores	48"	Minimum Depth
Service Drops in R.O.W maximum length of 250 feet running parallel with road.	30"	Minimum Depth
Service Drops in R.O.W. minimum distance from center of road.	26'	Minimum
All underground utilities that encounter a culvert/stream shall be bored Below culvert/stream	10'	Minimum Depth

Annual Utility Blanket Permit- Allowable Activities

1. Maintenance for tree trimming and tree removal to provide adequate clearance from all poles and wires on all county roads occupied, crossed or paralleled by electric transmission, distribution and communication lines. The Ionia County Road Commission shall require a minimum of seventy-two (72) hours notification of all high line tree trimming within the road right-of-way. Failure to notify will result in shut down.
2. Repair, inspection, and routine maintenance of underground facilities, installation of individual services, or branch lines from existing underground main facilities not to exceed two hundred fifty (250) feet running parallel to the road within the right-of-way.
3. Prior written approval shall be obtained from the Ionia County Road Commission or its designated representative for any operation, which involves cutting of pavement.
4. Repair and routine maintenance of aerial facilities including:
 - Replacement of up to six (6) poles within existing lead.
 - Adding guys and anchors to existing poles.
 - Installation of aerial crossings for service drops. Minimum Height Twenty (20) feet.
 - Temporary guard poles (minimum of fifteen (15) feet from the edge of roadbed.)
5. Repair and routine maintenance on existing plant facilities (including buried cable, loops and buried closures).
6. Separate use permits shall be obtained for all boring. Leading edge of bore pits shall be a minimum of fifteen (15) feet from the edge of roadbed.
7. Separate use permit shall be obtained for all drops in excess of two hundred fifty (250) feet running parallel to the road within the road right-of-way.

Design Features:

- 1.No portion of the utility driveway entrance within the road right-of way or a minimum of ten (10) feet from the edge of the road shall not have a grade greater than one (1) vertical foot in ten (10) feet horizontal.
2. All portions of a utility drive, including the radii, shall be located entirely within the applicant-s property line extended at right angles to the center of the road.
3. No portion of a utility drive, including radii, shall be located closer than fifty (50) feet to the nearest right-of-way line of an intersecting roadway.
4. The center of a utility drive approach shall be located at least one hundred twenty-five (125) feet from the nearest rail of any railroad-highway grade crossing.
5. All drives shall enter perpendicular to the existing roadway.
6. Brush cutting and clear vision shall be maintained by the utility owner along utilities frontage.

Drainage Requirements:

1. The Ionia County Road Commission shall determine whether or not a culvert is required. If required, the diameter and length will be determined depending on site specific conditions such as but not limited to; scope, base and road conditions. The applicant shall furnish and install the culvert as determined. Any necessary ditching shall also be done by the applicant within the property lines.
2. Clean existing ditch if necessary along property lines to a depth sufficient to place culvert with 1 foot of granular cover so as driveway is no higher than road. Ditch shall have 1 on 3 slopes minimum and not disturbing the roadbed.
- 3.Culverts shall be no less than 12-inch diameter nor less than 40 feet long, installed in line with the road ditch. Only new corrugated steel pipe is acceptable. A minimum of 1 foot of granular cover will be required over the culvert installation.
4. Soil erosion control measures shall be taken.
5. Head-walls shall not be permitted within the road right-of-way.

Drive Surface:

1. If the utility structure is less than 40 feet from the edge of the road, 23A, gravel or better, six (6) inches deep, and 20 feet wide shall be required.
2. If the utility structure is greater than 40 feet from the edge of the road, course aggregate six (6) inches deep, and 20 feet wide shall be required.