

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 BANNER PERMITS

A permit for the installation of banners to be placed within or over the road right-of-way may be issued by the Ionia County Road Commission only to the governing body of a city, village, or township.

Application Forms and Contents.

An applicant shall include the following information:

1. Activities in connection with which banners are to be placed.
2. Location of the proposed installation.
3. Description of the banners, including any legend or symbol thereon.
4. Height of an overhead banner at its lowest point above the pavement, and distance to overhead traffic control devices if applicable (see Design and Placement below).
5. Date on which the banner will be installed and removed. This period shall not exceed a time period specified by the Ionia County Road Commission. An acceptable period of time for banners (other than Christmas decorations) to be in place is 3 weeks. An acceptable duration for Christmas decorations to be in place is 6 weeks.
6. Such other information as the Ionia County Road Commission may require.

Local Government Resolutions:

An application shall be accompanied by a copy of a resolution from the local governing body designating an authorized official of the city, village, or township who has authority to make the application.

Design and Placement:

1. The design/method of installation and location of banners shall not endanger persons using the roadway or unduly interfere with the free movement of traffic.
2. An overhead banner shall have a minimum bottom height of 18 feet above the pavement and shall not obstruct a clear view of traffic signals or other traffic devices.

Insurance Requirements:

The local governing body shall provide the Ionia County Road Commission with a certificate of insurance for comprehensive general liability, on an occurrence basis, in the minimum amount of \$500,000 per person and \$1,000,000 per occurrence. The Ionia County Road Commission and the Ionia County Board of Road Commissioners shall be listed as additional insured on the certificate.

Cancellation of Permits:

A permit for the installation of a banner may be canceled by the Ionia County Road Commission if the installation becomes dangerous to motorists or unduly interferes with the free flow of traffic.

Effective 3/1/01