



**CITY OF ANN ARBOR RIGHT-OF-WAY PERMIT**  
 A COPY OF THIS PERMIT SHALL BE AT THE WORK SITE AT ALL TIMES

PERMIT No. \_\_\_\_\_

**Permission is requested by the Contractor and by the Owner to perform work as described below and as shown on the attached plans, within the City of Ann Arbor's right-of-way.**

ADDRESS OF PROPOSED WORK/ACTIVITY: \_\_\_\_\_

PROPOSED DATES OF WORK/ACTIVITY: START \_\_\_\_\_ COMPLETION \_\_\_\_\_

TYPE OF WORK/ACTIVITY (Check and complete all that apply):

Utility service Lead: Length in Feet \_\_\_\_\_ ;  open cut;  bore

Utility Main Line; Length in Feet \_\_\_\_\_ ;  open cut;  bore

Soil/Pavement Boring: Number \_\_\_\_\_ ; Depth in Feet \_\_\_\_\_

Aerial Cable: Length in Feet \_\_\_\_\_

Excavate in "Lawn Extension Area" Only; No Pavement Cutting

Trees  Roots  Trim  Remove

Drive Approach:  Residential;  Commercial

Private Drive:  Residential;  Commercial

Curb Remove & Replace: Length in Feet \_\_\_\_\_

Sidewalk  Bikepath: Area in Sq. Ft. \_\_\_\_\_

Streetlight Construction: Number of Poles \_\_\_\_\_

Well Drilling: No. \_\_\_\_\_ ; Depth in Feet \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Contractor**, acting through the undersigned, agrees to comply with all terms and conditions of permit as it may be issued.

SIGNATURE: X \_\_\_\_\_

Print Name of Signature and Title: \_\_\_\_\_

Company Name : \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

I, **OWNER**, agree to require Contractor to comply with all terms and conditions of permit as it may be issued, agree to the terms and conditions of permit as it may be issued, and agree to pay all fees and costs that may come due as a result of any activity under the permit.

\* SIGNATURE: X \_\_\_\_\_

Print Name of Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

\* If Owner's signature is by Contractor or its representative, Contractor warrants and represents that it is an authorized agent for Owner for purposes of obtaining this permit. [NOTE: Contractor is NOT allowed to act as agent for Owner if Contractor is in non-compliance status on other permits.]

**A MINIMUM OF 24 HOURS IS REQUIRED FOR REVIEW AND PROCESSING**

Office Use Only: Date of Application Submittal: \_\_\_\_\_ Contractor's Insurance Expiration Date: \_\_\_\_\_

Plans Attached  Special Permit conditions Attached  Street-cut moratorium list checked?

Reviewing Dept. / Div.	Approved By	Date	Permit Approved <input type="checkbox"/>	FEE: \$ _____
Project Management			Permit Valid as of:	
Building			Permit Expires On:	
Other:			Permit Agent:	

## **CITY OF ANN ARBOR RIGHT-OF-WAY PERMIT TERMS, CONDITIONS AND REQUIREMENTS**

1. The Contractor shall perform all its work and activities in accordance with the **City of Ann Arbor Public Services Department Standard Specifications (CITY STANDARDS)**. The Contractor and Owner shall acquaint themselves with the CITY STANDARDS prior to undertaking any work or activities within the right-of-way.
2. The Contractor shall **schedule the inspection** of each work activity with the applicable department(s) / service area(s), a minimum of 24 hours prior to the time of inspection.
3. The Contractor shall submit its requests to change the times/dates of any **Lane Closure Permits** to the Public Services Department for review and approval a minimum of 48 hours prior to the requested change. The Public Services Department must approve all changes in advance.
4. The Contractor shall submit its valid, current **certificate of insurance** to Planning & Development Services for review and approval, prior to permit approval. Contractor's insurance shall comply with City Code Chapter 47, and shall remain in effect throughout the work. City Code available at City Clerk's Office or at <http://www.ci.ann-arbor.mi.us>.
5. The Contractor shall satisfy the requirements of the State of Michigan **MISS-Dig Law** as set forth in MCL 460.701 through MCL 460.718, Public Act 248.
6. The Contractor shall place a **hard surface over all disturbed pavement areas** at the end of each day, in accordance with CITY STANDARDS, and as directed by the Public Services Department.
7. The Contractor shall install and maintain all **detours, lane closures, signing, traffic control devices, etc.**, in conformance with the Michigan Manual of Uniform Traffic Control Devices, and in accordance with City Code Chapter 47, Section 4:23, and as directed by the Public Services Department.
8. The Contractor shall take, provide and maintain all **necessary precautions to prevent injury or damage** to persons and property, from operations covered by this permit, and shall satisfy the requirements of the State of Michigan Department of Labor Construction Safety Standards, particularly Parts 1, 9 and 21.
9. The Contractor shall submit **three sets of construction plans** with any permit application for proposed utility main-line construction.
10. The Contractor shall, when required by the City, **submit construction plans** of proposed work.
11. The Contractor shall submit a permit application for **emergency utility work** no later than the business day following the start of the work, and shall notify the City at phone 734-994-2864 prior to beginning any work.
12. The Contractor shall coordinate all **tree (and/or root) trimming and/or removal** within the right-of-way with the City Forestry Division, as required by City Code Section 3:12.
13. The **Contractor and Owner shall indemnify and reimburse the City** for any and all restorative costs resulting from the Contractor's work not complying with the terms and conditions of the permit as it may be issued.
14. The Contractor shall obtain an **MDOT permit** for all proposed work/activity on **State Trunklines**, prior to, and in addition to, obtaining City of Ann Arbor Right-Of-Way and Lane Closure permits.
15. The Contractor shall maintain a **copy of all City and State required permits at the work site**.