



# City of Ann Arbor Customer Service

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PERMIT No. ROW \_\_\_\_\_ - \_\_\_\_\_

## RIGHT-OF-WAY APPLICATION

**Permission is requested by the Contractor to perform work as described below and as shown on the attached plans, within the City of Ann Arbor's right-of-way. A copy of the permit shall be at the work site at all times.**

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

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

TYPE OF WORK & ROW IMPACTS (Check and complete **ALL** that apply):

- Underground Utility:**  Water (size \_\_\_")  Sewer  Gas  Electric  Telecomm  Other \_\_\_\_\_
- Service Lead: [ Under Street and/or  Behind Curb] ; [ Trenched and/or  Bore]; Total Length in Feet \_\_\_\_\_
- or
- Utility Main Line: [ Under Street and/or  Behind Curb] ; [ Trenched and/or  Bore]; Total Length in Feet \_\_\_\_\_
- Lane Closure Needed (Impacting Flow of Traffic) – (Application to be filed with Project Mgmt)**
- Drive Approach:**  New or  Remove/Replace;  Residential or  Commercial; No. of Approaches \_\_\_\_\_
- NOTE: Width: 10'-24' (Single- or Two-Family); 24'-30' (All Other). Turning Radius: 5'-15'. Curb Cut Max: 60'
- Sidewalk or  Bikepath:** Area \_\_\_\_\_ S.F. (Remove/Replace Sidewalk or Bikepath)
- Utility Poles:**  Remove/Replace (Same Location)  Remove  New; Total No. of Poles Impacted \_\_\_\_\_
- Cable (Aerial or Through Existing Conduit):** Length in Feet \_\_\_\_\_
- Soil Borings:** No. of Borings \_\_\_\_\_  **Monitoring Wells:** No. of Well Heads \_\_\_\_\_
- Earth Retention System** Total Length in Feet \_\_\_\_\_  **Tree Impacts – Forestry Permit Required**

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

**Contractor**, acting through the undersigned, agrees to comply with all 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 and Title: \_\_\_\_\_

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

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

\_\_\_\_\_

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

Email: \_\_\_\_\_

### OFFICE USE ONLY:

Date of Application Submittal: \_\_\_\_\_

Contractor's Insurance Expiration Date: \_\_\_\_\_

3 Sets of Plans Attached

Special Permit Conditions Attached

Street-cut Moratorium List Checked?

| Reviewing Dept. / Div. | Approved By | Date |
|------------------------|-------------|------|
| Project Management     |             |      |
| Planning & Development |             |      |
| Other:                 |             |      |
| <b>FEE: \$</b>         |             |      |

**Updated: 11/10/15 CF**

\*Please see back for legal terms, conditions and requirements

**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 Standard Specifications (STANDARD SPECIFICATIONS)**. Contractors shall acquaint themselves with the STANDARD SPECIFICATIONS 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 72 hours or as otherwise required prior to the time of inspection.
3. The Contractor shall submit its request for the times/dates of any **Lane Closure Permits** to the Public Services – Project Management Unit for review and approval a minimum of 72 hours prior to the work being performed. Project Management must approve all lane closures in advance of the work being completed.
4. The Contractor shall submit its valid, current **certificate of insurance** to Customer Service 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 is available at City Clerk's Office or at <http://www.a2gov.org>.
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 STANDARD SPECIFICATIONS, or as otherwise directed by the Public Services Area.
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 Area.
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. When required by the City, the Contractor shall **submit detailed construction plans** of all 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. Project Management shall be notified at 734 794-6410 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 Field Operations at 734 794-6350, as required by City Code Section 3:12. A Forestry Permit may be required.
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**.