

CITY OF GRAND LEDGE RIGHT-OF-WAY (ROW) PERMIT TERMS AND REQUIREMENTS

RIGHT-OF-WAY PERMIT. Permit approval is only for City of Grand Ledge rights-of-way. The Applicant (sometimes referred to as the "Permittee") may not enter private property without written permission. All other necessary permits required by other jurisdictions, including but not limited to Michigan Department of Environment, Grant Lakes, and Energy (EGLE) and Michigan Department of Transportation (MDOT), are the sole responsibility and expense of the permittee. Issuance of this permit does not relieve permittee from satisfying all requirements of applicable law, including without limitation those other public bodies or agencies.

ON SITE PERMIT POSSESSION. Permittee must have a copy of the approved permit posted at the work location and available for inspections by any representative of the City of Grand Ledge.

HOURS. All construction and/or activities authorized by this permit shall not occur before 6:00 AM or after 10:00 PM, in accordance with the City Code.

UTILITIES. Permittee is responsible for protecting existing utilities within the work area and for any damage to utilities caused by the work encompassed in this permit. **Permittee shall call MISS DIG (1-800-482-7171) at least 72 hours prior to beginning any excavation.**

SIDEWALKS AND TEMPORARY ACCESSIBILITY. It is the intent of the City to follow MDOT and Americans with Disabilities Act standards. The Michigan Manual of Uniform Traffic Control Devices (MMUTCD) details how to properly close and detour a sidewalk. MDOT also has several Special Provisions relating to temporary pedestrian facilities. Construction areas near high density of pedestrians or known accessibility areas of concern must fully comply with applicable guidelines.

SAFETY AND TRAFFIC CONTROL. Permittee shall provide and maintain all necessary traffic control devices to insure a safe work area and properly controlled traffic. The types and placement of traffic control signs and barricades shall be in accordance with the recommendations in the current edition of the MMUTCD and shall be maintained at all times. All traffic control devices that are not in use shall be promptly removed or covered.

SPECIFICATIONS. All work performed under this permit must be done in accordance with the plans, specifications, maps, and statements filed with this permit application and approved by the City, and must comply with the City Code and any specifications set forth by other permitting agencies.

INSPECTIONS. Permittee shall contact the City Department of Public Services 48 hours in advance at 517-627-2144 to schedule all necessary inspections for the activity authorized by this permit, as outlined in the permit specifications. Failure to schedule required inspections or missed inspections may result in additional fees. All concrete work must be inspected PRIOR to pouring.

RESTORATION. Any area which is affected in any manner by the permitted activity must be returned to its original condition, or better. Restoration shall include but is not limited to topsoil, sod, seed, sidewalk, curb, gutter, and pavement.

REVOCAION OR VIOLATION OR PERMIT. This permit may be suspended, revoked, or declared null and void if the permittee violates the terms of this permit. The permittee shall surrender the permit and the City may require alteration, relocation, and removal of all facilities for which permit was granted, all at the permittee's expense.

INDEMNIFICATION. The Applicant agrees to indemnify and hold harmless the City of Grand Ledge and its officers, employees, and agents from any and all liability, loss, or damage as a result of claims, actions, suits, causes of action, proceedings, costs, actual City's attorney's fees, expenses, judgements, and liabilities of any kind whatsoever arising out of the applicant's work activity. It is further agreed that the applicant shall have the responsibility to the City of Grand Ledge for the proper performance of its professional services in conformity with the customary and usual result of the failure of such performance, provided such damages are caused by the applicant's error, omission or negligent act, or the error, omission, or negligent act of its officers, agents, or employees. No compensation will be paid to the applicant for services required to correct work arising out of the applicant's errors or omissions; however, the applicant shall be responsible for any payment to other consultants/contractors to correct work arising from the applicant's errors and omissions. The applicant shall save harmless the City of Grand Ledge and its employees from all damages or actions at law that may arise or may be brought on account of injury to persons or property resulting from the work performed under this permit.

INSURANCES. The Applicant agrees to procure and maintain during the time frame of the work or activity the following insurance coverage from a company or companies licensed to sell insurance in Michigan with an A- A.M. Best rating, or equivalent: Workers Compensation in compliance with Michigan law; Comprehensive General Liability Insurance in the amount of \$1,000,000 each occurrence for Bodily Injury Liability and Property Damage Liability. In addition, the applicant agrees to procure and maintain an Umbrella Liability policy in the amount of \$2,000,000. Such insurance will protect the applicant and shall name the City of Grand Ledge and the Project site(s) as additional or co-insureds. It is understood and agreed by naming the City of Grand Ledge as additional insured, coverage afforded is considered to be primary and any other insurance the City of Grand Ledge may have in effect shall be considered secondary and/or excess.

The insurance required shall be written for the greater of limits not less than the limits of liability specified or required by the law OR primary coverage of \$1,000,000 per occurrence on an occurrence basis coverage shall be maintained without interruption from date of commencement of operations under the contract until the date herein specified that coverage is no longer required. All certificates of insurance must be provided to the City of Grand Ledge prior to commencement of any work. Required insurance policies shall contain language which provides that the policy will not be changed or canceled without ninety (90) days prior written notice to the City of Grand Ledge.



RIGHT-OF-WAY (ROW) PERMIT APPLICATION

A sketch plan is required for all Right-of-Way Permits. The applicant may use this form or attach a labeled sketch plan. The sketch plan must include the following information as pertinent to the review of the application.

Applicant Name:

ROW Sketch Location:

- *Property address(es), lot lines, dimensions, and known monuments.*
- *Location, dimensions, and recorded easements, if applicable.*
- *Proposed driveway grades shall be indicated both within the ROW and between the property line and the front of the building.*
- *Indicate any street or lane closures as well as traffic or pedestrian redirection.*
- *Barricading plan (required for any street or sidewalk closure).*



**Know what's below.
Call before you dig.**