

# LEELANAU COUNTY ROAD COMMISSION

## APPLICATION AND PERMIT

to construct, operate, maintain use and/or remove within a  
County Road Right-of-Way

Board of County Road Commissioners of Leelanau County, Michigan  
10550 E Eckerle Road Suttons Bay 49682 (231) 271-3993

Permit Number \_\_\_\_\_

Issuance Date \_\_\_\_\_

Final Approval \_\_\_\_\_

**FAXED COPIES OF THIS PERMIT ARE NOT ACCEPTABLE AS A FORMAL APPLICATION.**

If applicant hires a contractor to perform the work, BOTH assume responsibility for the provisions of this Application and Permit.

### Applicant

### Contractor/Agent

Name: _____	Name: _____
Mailing Address: _____	Mailing Address: _____
Phone: _____ Fax: _____	Phone: _____ Fax: _____
Email: _____	Email: _____

Applicant/Contractor agrees to the terms of the permit.

Applicant's Signature _____	Contractor's Signature _____
Title _____ Date _____	Title _____ Date _____

It is the responsibility of the applicant/agent to flag the proposed driveway location so the Inspector will be able to determine the exact proposed location. Failure to flag may result in considerable delay. Any construction performed before receipt of the original permit may not meet Road Commission standards and is subject to additional fees, revision, or removal at the Road Commission's request. Applicant and/or Contractor request a permit for the purpose indicated in the attached plans and specifications at the following location: **WHEN COMPLETED YOU MUST CALL FOR FINAL INSPECTION.** Page two of permit must be included and initialed at the bottom acknowledging applicant has read provisions of permit prior to submitting application.

Address \_\_\_\_\_ Township \_\_\_\_\_ Sec \_\_\_\_\_ T \_\_\_\_\_ N, R \_\_\_\_\_ W

Other \_\_\_\_\_

New \_\_\_\_\_ Paving \_\_\_\_\_ Use of Existing \_\_\_\_\_ Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Other \_\_\_\_\_

### DO NOT WRITE BELOW THIS LINE

Land Division Approval No. \_\_\_\_\_ Approx. location of Drive \_\_\_\_\_ Feet \_\_\_\_\_ of the \_\_\_\_\_ Property Line  
**PERMIT**

A permit is granted in accordance with the foregoing application for the period stated above, subject to following terms agreed to by the Permit Holder. When *Applicant hires* a Contractor the "Permit Holder" is the Applicant and the *Contractor*.

### Terms of the Permit:

RECOMMENDED FOR ISSUANCE:

STANDARDS AND SKETCH "\_\_\_\_\_" INCLUDED.

INSPECTOR: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

1. **Specifications.** All work performed under this permit must be done in accordance with the plans, specifications, maps and statements filed with the Road Commission and must comply with the Commission's current requirements and specifications on file at its offices and M.D.O.T. specifications. The Commission may require a site plan showing proposed drainage and details of proposed construction. Consideration as to snow removal and snow storage shall be given as part of design on all drives.
2. **Fees and Costs.** Permit Holder shall be responsible for all fees incurred by the Commission in connection with this permit and shall deposit estimated fees and costs as determined by the Commission, at the time the permit is issued.
3. **Insurance.** Applicant or Contractor shall furnish proof of liability and property damage insurance of at least \$500,000.00, listing the Road Commission, its Board, Employees, and Agents as additional insured. Such insurance shall cover the entire time period of this permit and shall provide that it cannot be cancelled without ten (10) days advance written notice by certified mail (with return receipt required) to the Commission.
4. **Completion.** *Unless otherwise stated, this permit is valid for six (6) months. You are required to call the Road Commission for final inspection and approval.* Failure to obtain final approval may delay your occupancy permit.
5. **Maintenance.** It shall be the responsibility of the Property Owner to keep trees, brush, and vegetation cut and maintained in such a manner to preserve sight distance, as approved, for safe access to the County Road. Also, owner must maintain ditches and culverts and keep open and free of leaves and debris.
6. **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 costs and actual attorney fees which may be incurred on account of injury to persons 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 work under this permit, or in connection with work not authorized by this permit, or resulting from failure to comply with the terms of this permit, or arising out of the continued existence of the work product which is the subject of this permit.
7. **Miss Dig.** The 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 damage to or interruption of underground utilities.
8. **Safety.** Permit Holder agrees to work under this permit in a safe manner and to keep the area affected by this permit in a safe condition until the work is completed. All work site conditions shall comply with Michigan Manual of Uniform Traffic Control Devices.
9. **Restoration and Repair of Road.** Permit Holder agrees to restore the road and right-of-way to a condition equal to or better than its condition before the work began; and to repair any damage to the road right-of-way which is the result of the facility whenever it occurs or appears.
10. **Limitation of Permit.** This permit does not relieve Permit Holder from meeting other applicable laws and regulations of other agencies. Permit Holder is responsible for obtaining additional permits or releases which may be required in connection with this work from other governmental agencies, public utilities, corporations and individuals, including property owners. Permission may be required from the adjoining property owners.
11. **Revocation of Permit.** The permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate or remove its facilities at its expense at the request of the Commission.
12. **Violation of Permit.** This permit shall become immediately null and void if Permit Holder violates the terms of this permit, and the Commission may require immediate removal of Permit Holders facilities, or the Commission may remove them without notice at Permit Holders expense.
13. **Assignability.** This permit may not be assigned without the prior approval of the Commission. If approval is granted, the assignor shall remain liable and the assignee shall be bound by all the terms of this permit.
14. **Supplemental Specifications.** This permit is subject to supplemental specifications on file with the Road Commission and Act 200 of Public Acts of 1969.
15. **Road Right-of-Way.** The Road Commission **does not allow** sprinklers, tree planting, landscaping, etc. in the Road right-of-way. Unauthorized items placed in the right-of-way are at the sole risk of the landowner. Damage to same shall be at no cost to the Road Commission. No objects will be allowed which may obstruct the sight distance of neighboring property.