

**APPLICATION FOR RIGHT OF WAY PERMIT**

**This is an application for a permit to use, occupy, construct, operate, maintain, and/or repair within a City of Dexter street right-of-way, including curb cuts and/or road cuts.**

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

Property Owner: \_\_\_\_\_

Property Owner email: \_\_\_\_\_ Mobile: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Applicant email: \_\_\_\_\_

Activity type (i.e. operate, repair, construct/reconstruct, etc.): \_\_\_\_\_

Purpose (curb cuts, closures, etc): \_\_\_\_\_

Street(s): \_\_\_\_\_

Work Location: \_\_\_\_\_

**Note:** This permit does not relieve the applicant from complying with any and all requirements of law established by public bodies, governments, or agencies other than the City of Dexter.

**Inspection:** In all cases, the permit holder shall notify the Superintendent of Public Utilities or their designee as to the specific time of commencement so that, if necessary, a City inspector can be present while work is in progress.

**Costs:** The City of Dexter reserves the right to bill for any expenses associated with this permit, including outside inspector, engineering and planning costs. The City reserves the right to request a performance guarantee, unless this application is for an annual permit.

**Permit on Site:** The on-site foreman responsible for activities subject to the permit shall maintain a complete copy of the permit on the job site at all times.

**Contacts:**

City Office: 734-426-8303 (9:00am – 5:00pm)

Superintendent of Public Utilities, Water and Sewer Utilities: 734-426-4572 (7:00am – 3:30pm)

Utilities Emergency On-Call: 734-368-5212 (When Utilities Department is closed)

Department of Public Works: 734-426-8530 (7:00am – 3:30pm)

**As part of this application, the applicant(s) agree to comply fully with the following provisions and specifications:**

1. Applicant must pay fees per Street and Utility Right-of-Way Ordinance (17-2003).
2. Applicant shall provide written notice of the commencement of any activities pursuant to this application to the Dexter City Superintendent of Public Utilities or their designee, or his authorized designee, no less than three (3) working days prior to such commencement. Road closures require a detour plan and approval ten (10) working days prior to closure. All construction and/or maintenance operations or activities subject to this permit application must be completed on or before:
  - a. Date: \_\_\_\_\_.
3. All construction and/or maintenance operations or activities subject to this permit must be performed in a manner which fully complies with the City of Dexter's Street and Right-of-Way Ordinance and Design Specifications for site improvements as lawfully established.
4. The contractor must submit a Certificate of Insurance, which names the City of Dexter as an additional insured, in accordance with the City's Engineering Standards.
5. The applicant hereto agrees, along with any and all of his/her agents, representatives, employees, designees, or assignees, to hold harmless the City of Dexter, any and all of its agents, representatives, employees, designees, or assignees, from any and all claims of suits arising from or pertaining to any injuries, accidents, property damages, or loss of limb or life, resulting from or occurring during any and all operations or activities pursued subject to this permit application.
6. If required by the City of Dexter, as represented by its City Manager or their designee, the applicant hereto shall procure and maintain during the term of activities or operations specified herein, public liability and property damage insurance in such amounts as are specified in Section 1.70 of the City of Dexter Engineering Design Specifications for Site Improvements.
7. Applicant will be required to submit a performance guarantee escrow bond based on 50% of the total cost of construction acceptable as to form and substance to the Dexter City Manager or their designee; said bond shall be fully refundable upon performance of the conditions and specifications of the permit issued and in compliance with all applicable requirements of law. Applicant must provide justification for cost estimates.
  - a. Total Cost of Construction: \_\_\_\_\_

8. The following items must be attached to this application prior to permit issuance (please check if included):

Included

Included

Location Map

Specifications and Details

Proof of Insurance

Engineering Plans

Performance Bond

Other: \_\_\_\_\_

9. The Applicant understands that the permit herein applied for and all rights and privileges associated with and pertaining thereto can be withdrawn by the City of Dexter at any time following issuance in the event of material noncompliance of any of the specifications or provisions set forth herein.
10. Water and sewer inspections shall be done prior to backfill. It is the responsibility of the permit holder to notify the Public Utilities Department.
11. Sidewalk and driveway approaches required 3 inspections; Form, sub-grade and final. It's the responsibility of the permit holder to schedule inspections with the Department of Public Utilities.
12. The City of Dexter is not responsible for damage done to irrigation systems placed within the Public Rights-of-Ways.
13. Residential Driveways – New and Existing \$25.00; Commercial Driveways – New and Existing \$60.00; Minor Maintenance, including streetlights: Any work on a street right-of-way including repairs on existing sewer and water leads for residential properties including all above and belowground utilities, minor work within the street right-of-way, such as repairing a residential gas lead or electrical service lead, etc. \$100.00; Bore, Jack and Tunnel – Applies to all utilities, including sewer and water leads, for new residential properties \$200.00; Pavement Cutting for any purpose – All utilities, including sewer and water leads, for new and existing residential properties. \$400.00; Major Maintenance – Including new construction and repair of existing underground utilities, such as gas mains, fiber optics, electrical supply lines, and telephone, not pertaining to residential service leads, etc. \$500.00; Annual Blanket Utility Right- of-Way Work Permit \$3000.00
14. The applicant shall inform area residents and businesses at least 48-hours prior to commencement of work. Additional information, including the anticipated time and length of construction, any proposed traffic disruptions, and contact information for the responsible party shall be provided.

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Applicant's Signature

Date

**Staff Review**

Project \_\_\_\_\_ Date Received: \_\_\_\_\_

Fee: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Attachments

Included

Location Map

Proof of Insurance

Performance Bond

Included

Specifications and Details

Engineering Plans

Other

**Approved**

**Denied**

Permit # \_\_\_\_\_ Date Issued: \_\_\_\_\_

ADDITIONAL CONDITIONS (IF ANY): \_\_\_\_\_

REASONS FOR DENIAL (IF APPLICABLE): \_\_\_\_\_

A PERMIT, AS REQUESTED IN THE FOREGOING APPLICATION AND SUBJECT TO THE TERMS AND CONDITIONS HEREIN, IS HEREBY GRANTED FOR THE FOLLOWING PERIOD:

From: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_  
Superintendent of Public Utilities      Date

\_\_\_\_\_  
City Manager      Date

APPROVAL STAMP: