

# Kalkaska County Road Commission

1049 Island Lake Road, Kalkaska, Michigan 49646

Phone (231) 258-2242 / Fax (231) 258-8205

Receipt \_\_\_\_\_

Date: \_\_\_\_\_

Application # \_\_\_\_\_

**Applicant must call for a final inspection and approval to complete permit process.**

Applicant (Mailing address for permit)	Excavator (*See note below*)
Name: _____	Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Daytime Phone: _____	Phone: _____

**Site information:**     Serving only 1 resident     Serving more than 1 resident     Commercial

Road name: _____ Township: _____
Lot # _____ in _____ Subdivision
Help us find your site by providing the following direction: The drive is located: _____ Miles/Feet N S E W
From: _____ Road on the N S E W side of road
1.) <input type="checkbox"/> Pave existing drive with <input type="checkbox"/> asphalt <input type="checkbox"/> concrete
2.) <input type="checkbox"/> Repair/extend existing drive; no other information is needed
3.) <input type="checkbox"/> New drive: width _____ Circle number of drives: 1 2 3
Surface type: <input type="checkbox"/> gravel <input type="checkbox"/> asphalt <input type="checkbox"/> concrete
Remarks: _____ _____ _____
Date driveway will be flagged: _____ Signature: _____

Notice: It is the responsibility of the applicant to flag the proposed driveway location so the inspector will be able to determine the exact proposed location. Failure to flag by the specified date may result in considerable delay. The original permit will be mailed to the above address within 10-20 days. Any construction performed before receipt of the original permit may not meet Road Commission standards and is subject to revision or removal at the applicant's expense and could result in a fee being assessed.

\*A current certificate of insurance is required or a permit will not be issued\*

**\*\*\*DO NOT RAISE SHOULDER GRADE WHEN PLACING DRIVEWAY\*\*\***

.....  
Do not write below this line  
.....

Road name: \_\_\_\_\_ Township: \_\_\_\_\_

Exact location: \_\_\_\_\_

Culvert required:    \_\_\_ No    \_\_\_ Yes    \_\_\_\_\_ Feet of \_\_\_\_\_ Inch \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_

**Inspector's name must be on approval.**

Approved for construction

Not approved (please call)

Approved final

Inspector: \_\_\_\_\_

Inspector: \_\_\_\_\_

Inspector: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

1. **Specifications.** All work performed under this permit must be done in accordance with the plans, specifications, maps and statements filed with the Commission and must comply with the Commission's current requirements and specifications on file at its offices and MDOT specifications.
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. **Bond.** Permit Holder shall provide a cash deposit, letter of credit or bond in a form and amount acceptable to the Commission at the time permit is issued.
4. **Insurance.** Permit Holder shall furnish proof of liability and property damage insurance in the amount stated on this permit naming the Commission as an insured. Such insurance shall cover a period not less than the term 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.
5. **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, 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.
6. **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 TWO (2) FULL WORKING DAYS, BUT NOT MORE THAN TWENTY ONE (21) CALENDAR DAYS, BEFORE YOU START WORK. Permit Holder assumes all responsibility for damage to our interruption of underground utilities.
7. **Notification of Start and Completion of Work.** Permit Holder must have approved construction permit before starting work and must notify the Commission when work is completed for final inspection and approval.
8. **Time Restrictions.** All work shall be performed Mondays through Fridays between 8:00 A.M. and 5:00 P.M. unless written approval is obtained from the Commission, and work shall be performed only during the period set forth in this permit.
9. **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.
10. **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.
11. **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.
12. **Revocation of Permit.** The permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate its facilities at its expense at the request of the Commission.
13. **Violation of Permit.** This permit shall become immediately null and void if Permit Holder violated the terms of this permit, and the Commission may require immediate removal of Permit Holder's facilities, or the Commission may remove them without notice at Permit Holder's expense.
14. **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.
15. This permit is subject to supplemental specifications on file with the Road Commission and Act 200 of Public Acts of 1969.