



CITY OF HAZEL PARK

RIGHT-OF-WAY PERMIT APPLICATION

Hazel Park Building Dept.
111 E. Nine Mile Rd., Hazel Park, MI 48030
(248) 546-4075 - www.hazelpark.org

*****At least 24 hours before you dig, call MISS DIG (just dial "811")*****

A Right-of-Way Permit must be applied for and obtained to construct, operate, use, replace, and or/maintain within the City of Hazel Park's right-of-way, including but not limited to streets, sidewalks, road verges, alleyways, approaches, public utilities, and any work thereupon or thereto. All information on pages #1-3 below must be completed by the applicant (being either the property owner or the contractor); the City will complete page #4, which may include but is not limited to the period of validity, bond amount, and/or stipulations pertaining to the permit. If a contractor is to perform the work entailed in this application and/or is supplying the bond, the contractor thereby assumes responsibility along with the property owner for any provisions of this application and permit which apply to him or her. There is a **non-refundable application fee of \$50.00.**

Property Information:

Property at which work will be performed: _____, Hazel Park, MI 48030,
between the cross-streets of: _____ and: _____.

If work is being performed at multiple properties, include a comprehensive list in the "Description of Work" section.

This property is (check one): Residential-☐; Commercial-☐; or both-☐

Applicant Information:

☐ A copy of State-issued ID must accompany this application; by checking this box, the applicant acknowledges such.

Applicant's Name: _____

Applicant's Personal Name (if the name above is a company): _____

The Applicant and Signer of this Application is the (check one): Contractor-☐; or the Property Owner-☐

Applicant's Mailing Address: _____

Applicant's Phone Number: (____) ____-____ Applicant's Email: _____

State License #: _____ License Expiration Date: ____/____/____

Federal ID#: _____ Workers Comp. Insurance Carrier: _____

Property Owner Information:

If the Property Owner is the Applicant and has checked the appropriate box above, this section does not need to be completed. Property Owner's Name: _____

Property Owner's Mailing Address: _____

Property Owner's Phone Number: (____) ____-____ Property Owner's Email: _____

Project Timeframe:

Proposed start date of work: ____/____/____ Proposed end date of work: ____/____/____

Object(s) being added, altered, removed, repaired, replaced, etc.:

Approach-☐; Fiber Optic-☐; Sewer tap/repair-☐; Sidewalk-☐; Street-☐; Utility install/disconnect-☐;
Water service-☐; Other-☐ (describe): _____

Description of all Proposed Work: _____

Illustration of Proposed Work:

☐ - Check this box if attaching plans to this application in lieu of providing an illustration below.

Using the space below, show what is being added, altered, removed, repaired, or replaced. Also include existing property lines, buildings, accessory structures (garages, sheds, etc.), swimming pools, driveways, streets, sidewalks, alleys, walkways, and other relevant objects, as applicable. At minimum, include the dimensions, locations, and setbacks for those objects, with all measurements listed in feet and/or inches. If the plans and/or illustration are amended at any point after applying, such information must immediately be provided to the City as it may require additional review, approval, and/or affect the bond amount.

Permit Requirements:

The proposed project covered by this permit shall be carried out in the manner applied for and in accordance with plans, specifications, information, maps, documents, and/or statements filed with the Hazel Park Building Dept. as part of this application, unless otherwise specified by the City. If this permit is issued, in addition to meeting all requirements and specifications set forth for the project covered under this permit, the applicant agrees to do the all of the following:

1. Acknowledge that this permit must be approved by the City prior to the commencement of the project and that this permit does not relieve the applicant from meeting any applicable requirements of law or of other public bodies or agencies.
2. Deposit a cash bond in an amount specified by the City. After satisfactory completion of this project and presentation of a City-issued receipt, the cash bond deposit will be returned less any expenses incurred by the City in connection with this project. Any expenses incurred by the City in connection with this project that exceed the bond amount will be collected by the City via any and all legal means.
3. Provide written notice to the Hazel Park Building Dept. at least two (2) business days prior to commencement of the project covered by this permit.
4. If the City requires an on-site inspector to be present for the full or partial duration of this project, pay any additional costs that may apply, including but not limited to overtime costs for said inspector(s).
5. Take, provide, and maintain all necessary precautions to prevent injury and/or damage to persons and/or property from the project covered under this permit, and utilize safety devices approved by the City, including but not limited to adequately securing the work area, keeping the sidewalk and street free from debris or obstruction, properly backfilling, etc.
6. Surrender the permit herein applied for, cease operations, and surrender all rights thereunder immediately upon notice to do so by the City, for reasons including but not limited to hazardous conditions, public health, safety and/or welfare concerns, default on any of the conditions of the permit, failing to submit written notice to the Hazel Park Building Dept. before beginning work, and/or providing false information.
7. Ensure that a copy of the issued permit and the approved plans and/or illustration are readily available at all times on the project site during any project activity, as well as the permit number.
8. Acknowledge that any changes to the permit, plans, project, etc., either at the behest of the applicant or as requested by the City, may result in revised bond amount, permit application, plans, etc., being required.
9. Immediately remove, alter, and/or relocate at applicant's own expense the project for which this permit is granted, if requested to do so by the City.
10. Prevent or properly remediate any damage, debris, modifications, and/or uncleanness in and/or around the project area and the surrounding public and private property, if resulting from the project.
11. Hold harmless the City of Hazel Park against any and all claims for damages arising from the project covered by this permit for \$1,000,000 Personal Injury and \$1,000,000 for Property Damage.

By signing below, I certify that the foregoing is a true and complete statement of all information requested above, including any attachments and/or supplemental information, and that I understand and shall comply with all rules and regulations set forth by the City of Hazel Park, including but not limited those required under this permit. I understand that pursuant to *Hazel Park Municipal Code Chapter 15.56*, it is a civil infraction to knowingly furnish false information in connection with any permit application.

Personal Name of Applicant: _____

Signature of Applicant: _____ **Date:** ____/____/____

THIS PAGE IS FOR CITY USE ONLY

Period of Validity:

This permit is valid beginning on:____/____/____ and ending on:____/____/____, inclusive.

Bond Amount:

A cash bond in the amount of: \$_____ must be filed with the Hazel Park Building Dept. prior to issuance of the permit.

- On-site inspector required-☐ (costs may apply)
- METRO Act eligible-☐
- Surety bond currently in place-☐

Stipulations:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

Permit approved by:_____

Name and signature of City representative

Date:____/____/____

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