



CITY OF ADRIAN

135 E. MAUMEE ST | ADRIAN, MICHIGAN 49221
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ADRIANCITY.COM

RIGHT OF WAY/ STREET CLOSURE APPLICATION

Resident Name: _____

Resident Phone: _____ Email: _____

Resident Address: _____ City: _____ State: _____ Zip: _____

Contractor Name: _____

Contractor Phone: _____ Email: _____

Location of Work/ Closure: _____	
Detailed Description of Work/ Closures: _____	
Concrete Inspection Completed by: _____	Date: _____ Signature: _____
Work/Closure to Begin: _____ Work/Closure to End: _____	

Needed Supplied

Diagram (including dimensions) for area to be enclosed to show placement of tents, carts, etc.
Certificate of Liability Insurance
Hold Harmless Agreement
Traffic Management Plan

Construction Plan & Fees

Type of Work Paid

Dumpster/Container placed in ROW	\$50.00
Excavation in ROW within Pavement	\$150.00 + \$1,000 Deposit
Work within ROW	\$50.00
Storm Sewer Tap	\$100.00
Directional Boring	\$100.00
Street/Sidewalk Closure	\$150.00
Permit Pulled After Work has Started	Double the Original Permit Cost

I/We represent that all of the foregoing is true and correct and agree to conduct the event authorized by this permit strictly in accordance with its terms and the diagram provided and understand that the permission granted by this permit may be revoked by the City of Adrian in its sole and absolute discretion and at any time. I/we understand that we will be billed for the actual cost of any City services needed to correct instances of noncompliance, including but not limited to failure to post required signage or failure to clean up after an event, and agree to pay those charges within 30 days of the date of any such invoice. The undersigned represents that they have full authority to execute this form. No changes to this permit are effective unless made in writing and signed by both parties.

Please read all specifications and notes listed on the second page

Contractor Signature: _____

Date: _____

Homeowner/ Agent Signature: _____

Date: _____

City Regulations

1. All work is to be performed at no cost to the City of Adrian.
2. Owner accepts responsibility for the work. Any work performed by the City to correct or finish the work shall become a single lot assessment to the applicant's property.
3. Provide and maintain all traffic control devices as required.
 - a. No barricades will be provided by the City unless the "Street Closure" box is checked.
4. Proof of insurance and restoration bond shall either be provided by the applicant or be on file with the City.
5. Contractor or owner to call MISS DIG prior to commencement of any work.
6. Sidewalk to be installed max 1 FT off of property line within ROW. Walk should be 4' in width and 4" thick throughout except through drive approaches. Sidewalk and the approach should be minimum 6" thick. Sidewalks must be a minimum of 1 ft off of the curb line when applicable. **Call for an inspection when the forms are up and area is compacted. An inspection by the Engineering Department is required for all sidewalk work.**
7. The applicant shall allow the City Engineer or his representative on the site at all times to inspect the work.
 - a. If an inspector is needed to stay with the work, the actual cost of the inspectors time will be paid by the applicant. Inspection cost will be taken from the deposit.
8. All work shall be performed to MIOSHA rules and regulations. Trench protection and shoring shall be the responsibility of the contractor and/ or the owner.
9. Contractor and owners are responsible for all necessary precautions to prevent injury or damage to persons or property.
10. Utility work, water and/or sewer, require may separate permitting and inspection through the City Utilities Department.
11. Concrete disposal may be available upon request for an additional fee.
12. This permit application covers only the work anticipated. Any additional work requires modification to the permit.

Excavation

1. All excavated material shall be stored off the right-of-way or removed promptly if excavated from the travel portion of the street. Back fill material shall not be stored in a way to impede the flow of storm water, or within 10 feet of any tree. Approved back fill:
 - a. MDOT Class II Sand compacted to 98% proctor density ODOT 304 Limestone: top 12 inches 98% proctor density Alternate: Flowable fill per City of Adrian specs
 - b. Bituminous: Two 2 inch lifts of approved bituminous material, straight edges
 - c. Finish: Hot rubber joint sealer
2. An inspection is required during pavement and road resotation, The hole is to be patched within 30 days of compaction. If the City is required to maintain the patch, a \$250 fee will be taken from the deposit.

Directional Drilling

1. When boring, you must be a minimum of 36" below the top surface.
2. When an underground utility comes within 4 foot or 1 foot for every inch of trunk diameter of the tree, the utility shall bore under the tree the distance required. No looping around a tree shall be allowed. Exceptions to these boring requirements must be approved by the City Forester before the permit is issued.
3. Directional drill contractor to locate/ expose every City utility that will be crossed to the depth of the bore. Buried fibers and conduits must maintain a five foot radius from fire hydrants, water boxes, and catch basins and a fifteen foot radius from manholes.

Dumpsters in ROW

1. Dumpsters/Containers are to be **placed on wooden boards and be properly surrounded with reflective barricades or cones.** Failure to do so may result in a \$150 fine and/ or removal of the dumpster/container.

Street Closure

1. Permit to close any street requires 30 day notice and 50% of signatures from affected properties.
 - a. If permitted, applicant is responsible to post no parking signs at least 30 hours prior to the event. Signs must include the language: No Parking - Vehicles will be towed at owner's expense - Date and time of event.
 - b. Applicant is responsible for cleanup of area and disposal of trash.
 - c. Placement and removal of barricades will be done by Department of Public Works Personnel.
2. Failure to provide request without required 30-day notice may lead to event not being granted a permit.
3. Failure to post required signage would lead to a fee for the actual cost of staff time to post signs. If signs are not posted, vehicles will not be towed from the event area.
4. Failure to clean up after event, remove all trash/debris, and dispose of it properly will lead to a fee for the actual cost of staff time to clean up.
5. Any fees for violations would be charged to Event and/or Organization and no new permits will be issued until those fees are paid.

Approvals

Needed

Signature

Date

Engineering

DPW

Main St Director

Utilities

Police Chief

Fire Chief

Administrator

Special Comments

