



CITY OF NEGAUNEE

319 West Case Street, Negaunee, Michigan 49866, Phone: 906-475-7700 Fax: 906-475-0178
www.cityofnegaunee.com

Right-of-Way Permit Application

Before You Dig, Call MISS DIG 1-800-482-7171

A permit is required to perform work in the public right-of-way. Typical examples include sanitary sewer replacements, new driveway construction and private utility installation. Restoration is the responsibility of the applicant and is expected to be to return to "as good as" or "better" condition than prior to work. The applicant will request on this application any roadway lane restriction, closures or detour. Prior to implementation of any lane restriction, closure or detour approved by this permit a minimum of 48 hours notice will be provided to the City of Negaunee Department of Public Works at 475-9991. The City of Negaunee does not allow for the hard surfacing of areas within its Right-of-way that may allow for the parking of vehicle without the explicit written permission of the City Manager.

Please allow three business days for your permit request to be processed. An approved permit is only valid for 90 days after issuance.

TO BE COMPLETED BY APPLICANT

Proposed Use: Electric Natural Gas Telephone Cable TV/Internet Sewer Water
 Other describe (i.e.: sidewalk, retaining wall, curb cut, etc.) _____

Date of Proposed Work: _____ Depth of Excavation: _____

Attach TWO (2) Sets of Proposed Construction Plans, Drawings or sketches.

Applicant Information:

Owner: _____ Contact Person: _____

Address: _____ Phone: _____

Contractor Name: _____ Contact Person: _____

Address: _____ Phone: _____

Location:

Street Address: _____

Nearest Cross Streets: _____ and _____

Signature: _____ Date: _____

Proof of liability insurance with the insured amount must be provided with appropriate payment indicated below.
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TO BE COMPLETED BY TREASURERS OFFICE

The Treasurer's Office is to receipt for the fee and to forward permit application to DPW

Date Permit Application Received: _____ By: _____

Permit Fee: (Nonrefundable) \$50 in advance of work \$100 Working without permit

Fee waived, due to Franchise Agreement.

Fee Paid Check Number: _____ Cash PERMIT NUMBER: _____
GL Number # 101-000-475.000 Right of Way Permits

Proof of Insurance: Attached On file at DPW

TO BE COMPLETED BY THE DPW CLERK

1. The application will be provided to the appropriate departments for consideration and a recommendation will be made to the DPW Supervisor. When the DPW receives a Miss Dig request the DPW Clerk will also review and determine if a Right-of-Way permit should be required and take appropriate actions that to notify the requesting party for the Miss Dig.
2. Restoration considerations? None Yes. If Yes, amount to be prepaid by applicant prior to work. \$_____. To be paid to the City Treasurer prior to the start of work and deposited to GL Number #_____. A copy of this document will be supplied to the Treasurer's office to assist the receipting of the payment and the Treasurer's office will notify the DPW when payment is received.
3. After a thorough review the DPW Supervisor will either approve or deny the permit application:
 Approved Denied

DPW Supervisor: _____ Date: _____
Subject to, special considerations, or reason for denial:

4. DPW Clerk will notify applicant once permit is approved or denied.

Date Applicant notified: _____ By whom: _____ Via: _____

It is the responsibility of the DPW Supervisor to ensure that the work is preformed appropriately as described in the permit. This will commonly be delegated to the appropriate affected departments. DPW Supervisor will attest that the work has been preformed as described.

DPW Supervisor _____ Date: _____

5. Upon completion of work or a denial, the DPW Clerk will provide the original application to the City Manager's Office to be placed in the address file while retaining a copy for the DPW files.

TO BE COMPLETED BY THE MANAGER'S OFFICE

The completed permit is to be placed in the address file.