



## 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 return to "as good as" or "better" condition than prior to work. The applicant will request on this application any roadway lane restrictions, closures or detours. Prior to implementation of any land 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 (DPW) at 906-475-9991. 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 a vehicle without the explicit written permission from the City Manager.

Please allow three business days for this 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, ie.: sidewalk, retaining wall, curb cut, etc.)

\_\_\_\_\_  
\_\_\_\_\_

Date of proposed work: \_\_\_\_\_ Depth of excavation: \_\_\_\_\_

Attach TWO (2) sets of proposed construction plans, drawing and/or sketches.

### **Applicant information:**

Contractor: \_\_\_\_\_ Contractor Phone: \_\_\_\_\_

Contractors Address: \_\_\_\_\_

Home Owner: \_\_\_\_\_ Home Owner Phone: \_\_\_\_\_

Location Address: \_\_\_\_\_, Negaunee, MI 49866

Nearest Cross Street: \_\_\_\_\_ and \_\_\_\_\_

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

**Proof of liability insurance with the insured amount MUST be provided with appropriate payment.**

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

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

☐ Fee waived, due to Franchise Agreement

**Proof of Insurance:**   ☐ Attached   ☐ On file with Department of Public Works

1. This 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 review and determine if a Right-of-Way permit should be required and to take appropriate actions 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 # \_\_\_\_\_. A copy of this document will be supplied to the Treasurer's Office to assist in receipting payment. The Treasurer's Office will notify the DPW at the time payment is received.
3. After a thorough review, the DPW Supervisor will either approve or deny the permit application:   ☐ Approved   ☐ Denied  
Subject to, special considerations, and/or reason for denial:

4. DPW Clerk will notify applicant once permit is approved or denied.  
Date applicant notified: \_\_\_\_\_ By: \_\_\_\_\_ Via: \_\_\_\_\_

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

DPW Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

5. Upon completion of work and/or 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.

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