



**CITY OF COOPERSVILLE**  
**289 DANFORTH STREET**  
**COOPERSVILLE, MI 49404**  
**616-997-9731 PHONE**  
**616-997-6679 FAX**

**ROAD RIGHT-OF-WAY  
 APPLICATION AND PERMIT**

To construct, operate, maintain, use and/or remove within a City Road Right-of-Way

**Department of Public Works – Bryan Buist (616) 997-8502**  
**Deputy City Manager/Planning Director – Shay Gallagher (616) 997-9731**

**ADDRESS OF CONSTRUCTION:** \_\_\_\_\_

**PARCEL #** \_\_\_\_\_ **CITY OF COOPERSVILLE – OTTAWA COUNTY**

<b>Name of Street/Road:</b>		<b>Nearest Cross Streets:</b>	
<b>CONTRACTOR NAME:</b>		<b>APPLICANT NAME:</b>	
<b>Mailing Address:</b>		<b>Mailing Address:</b>	
<b>City:</b>		<b>City:</b>	
<b>Phone:</b>		<b>Phone:</b>	
<b>Permit Holder Signature and Date:</b>			
<b>TIME PERIOD REQUESTED:</b>			
<b><u>Work Description:</u></b>			
NOTE: IF FLATWORK/CURBCUT IS BEING DONE IN THE ROAD RIGHT-OF-WAY – A FLATWORK/CURBCUT PERMIT IS REQUIRED			
<b>ATTACHMENTS REQUIRED and ATTACHED</b>			
<b>Plans</b>	<b>Yes/No</b>	<b>Specifications</b>	<b>Yes/No</b>
<b>Certificate of Insurance</b>	<b>Yes/No</b>	<b>Map/Site Plan</b>	<b>Yes/No</b>

**NOTE: SEE PAGE TWO FOR PERMIT DETAILS**

**A permit is granted in accordance with this application for the period and description stated above and below, subject to/but not limited to the following:**

1. No Deeper than 30” AND if any are MISS DIG marked, hand dig at marked locations with 30” depth.
2. If lines are requested to be deeper than 30” the Applicant/Contractor/Permit Holder is responsible for all damage.
3. No phone boxes with FIVE (5) feet of fire hydrants or water valve boxes.

**PERMIT -GENERAL CONDITIONS AND SPECIFICATIONS:**

1. FEES AND COSTS. Permit Holder shall be responsible for all fees and/or costs required by the City in connection with issuance of this permit and shall deposit same as determined at the time the permit issued.
2. SPECIFICATIONS. All work performed under this permit must be done in accordance with the plans, specifications, maps and statements filed with the City and must comply with the City’s current requirements.
3. INDEMNIFICATION. Permit Holder shall hold harmless and indemnify and keep indemnified the City, its officers and employees from all claims, suits and judgments to which the City, 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 City, whether due to the negligence of the Permit Holder or the joint negligence of the Permit Holder and the City, arising out of the work under this 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.
4. 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) CALENDER DAYS, BEFORE YOU START WORK. Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
5. NOTIFICATION OF START AND COMPLETION OF WORK. Permit Holder must notify the City at least 48 hours before starting work and must notify the City when work is completed.
6. TIME RESTRICTIONS. All work shall be performed Monday through Saturday daylight hours, unless written approval is obtained from the City, and work shall be performed only during the period set forth in this permit.
7. SAFETY. Permit Holder agrees to work under this permit in a safe manner and to keep the area affected by this permit in a such condition until the work is completed. All work site traffic controls shall comply with Michigan Manual of Uniform Traffic Control Devices.
8. 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.
9. 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.
10. REVOCATION OF PERMIT. The permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate or remove its facilities, at its expense, at the request of the City.
11. VIOLATION OF PERMIT. This permit shall become immediately null and void if Permit Holder violates the terms of this permit and alter, relocate or remove its facilities, at its expense, at the request of the City.
12. ASSIGNABILITY. This permit may not be assigned without the prior approval of the City. If approval is granted, the assignor shall remain liable and the assignee shall be bound by all the terms of this permit.

<b>THIS SECTION FOR CITY STAFF ONLY</b>	
Signature:	Supervisor of Department of Public Works
Date:	Bryan Buist (616) 997-8502
Signature:	Deputy City Manager/Planning Director
Date:	Shay Gallagher (616) 997-9731