EXCAVATION/RoW PERMIT APPLICATION
Planning & Zoning Department – City of Escanaba

906-786-9402 – permits@escanaba.org – 410 Ludington St. Escanaba, MI 49829

	PROPERTY IDENTIFICATION	
Address		
Nearest Cross Streets		

GENERAL INFORMATION. This permit is required to perform work within any public right-of-way or easement. Typical examples of this work include but are not limited to sanitary sewer replacement, driveway construction, private utility installation and sidewalk replacement. Restoration is the responsibility of the applicant, and work is expected to be completed to "as good as" or "better than" original condition. The applicant must describe any roadway lane restriction, closure, or detour prior to construction. A 48-hour notice must be given to the City Engineer by calling (906) 786-1842 prior to implementing any lane restrictions, lane closures, or detours. Please allow (3) three business days for your permit request to be processed. An approved permit is only valid for (30) thirty days after issuance.

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

FEES. If this permit is applied for prior to the start of any construction activity, the usual permit fee shall be collected. That fee amount can be found on page 1 of this application or in the City of Escanaba Master Fee Schedule. If any construction activity has started prior to this permit application, a fee equal to double the usual permit fee shall be imposed. Additional fees may be imposed at the discretion of the City of Escanaba. For inspection of work outside of normal City of Escanaba business hours, additional fees may be assessed. The City of Escanaba's business hours are from 7:30-4:00, Monday through Friday.

TIME OF COMPLETION. All work shall be done within the dates specified on the Excavation/Right-of-Way Construction Permit. This is to include restoration of all areas affected by permitted activities. Failure to comply with any time constraints identified on the permit without prior notification to the City Engineering Department may result in the suspension of all work on the site. At its discretion, the City shall deem the best solution to complete permitted work. This may include the City completing permitted work and charging the Property Owner on a time and materials basis.

SKETCH DIAGRAM. A sketch diagram may be required to process an Excavation/Right-of-Way Permit. The diagram should show all existing conditions and proposed changes if applicable. Space for such a diagram is provided on page 3 of this application.

INSPECTION. An inspection of underground utilities shall be made before backfilling. Please contact the City Engineering Department to coordinate inspection. Inspection of other permitted activities may also be required. At its discretion, the City shall decide when an inspection is warranted.

BACKFILLING. All excavations shall be backfilled according to the Michigan Department of Transportation (MDOT) 2012 Standard Specifications for Construction or the latest revision. This includes:

- 1. Backfill using only clean fill.
- 2. Compact sub-base (sand) in lifts not to exceed 12 inches.
- 3. Compacting sub-base (sand) to 95 percent of the maximum unit weight for its entire thickness, density tests may be required at the Property Owner/Contractor's expense.
- 4. Match the existing depth of base (gravel). Provide at least 6 inches of compacted MDOT 22A gravel.
- 5. Compacting base (gravel) in lifts not to exceed 6 inches.
- 6. Compacting base (gravel) to 98 percent of the maximum unit weight for its entire thickness, density tests may be required at the Property Owner/Contractor's expense.
- 7. Provide a minimum of 3-inch thick Hot Mix Asphalt patch for all excavations within a paved street. When Hot Mix Asphalt is not readily available the excavation must be filled with a sufficient thickness of Cold Patch to maintain a smooth riding surface until a minimum of 3 inches of Hot Mix Asphalt can be placed. The City of Escanaba will, at the
- 8. Property Owner/Contractor's expense, provide temporary and permanent patching on a time and material basis.

SIGNAGE AND MAINTENANCE OF TRAFFIC. The property owner/contractor is required to have proper signs and traffic control devices for the permitting construction activities. When construction signs are required, a signage plan shall be submitted with the application. All signage shall conform to the Michigan Department of Transportation Manual of Uniform Traffic Control Devices Revised 2011 Edition.

Safe traffic flow shall be constantly maintained during construction. If a detour or lane closure is required for the permitted activity, a Maintenance of Traffic Plan shall be submitted with the permit at least 24 hours in advance of any construction

You may submit this form in person, by USPS, or by email. Please make checks payable to "City of Escanaba".

Credit cards may be accepted in-person or by phone; an additional processing fee applies.

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activity. The Maintenance of Traffic Plan shall conform to the Michigan Department of Transportation Manual of Uniform Traffic Control Devices Revised 2011 Edition.

CONTRACTOR AND SUBCONTRACTOR LIABILITY INSURANCE REQUIRED. Each Contractor and Sub-Contractor shall provide the City of Escanaba with evidence of the following types of insurance on all operations under this Contract:

- 1. Workers' Compensation:
 - a. Coverage A Compensation Statutory
 - b. Coverage B Employer's Liability \$100,000
- 2. Comprehensive General Liability Combined Single Limit (minimum) \$1,000,000
- 3. Comprehensive Automobile Liability Combined Single Limit (minimum) \$1,000,000

The City of Escanaba shall be named additionally insured on both the General Liability and Auto Liability policies.

NOTICE FOR EXCAVATIONS. Act 53 of the Public Acts of 1974 requires that all persons obtaining excavation permits be notified that they must comply with the provisions of that Act.

- 1. Any person causing an excavation to be made (including non-powered tools) shall comply with the provisions to notify the respective utilities of their intent to excavate, at least 72 hours in advance.
- 2. Utilities within the City of Escanaba can be notified as follows, but "Miss-Dig" will handle all calls and service:

Electric .	Cit	y of Escanaba Electric De	pt	906-786-0061											
Telephoi	neAT	&T		. 616-970-1703											
		E Energy			3785										
Cable TV	′Ch	arter Communications		888-438-2427											
		PROJECT COMPO	CK ALL THAT APPLY												
Category o	of work:	Specific work to o	ccur:												
☐ Constru	uction	☐ New Driveway	☐ Curbing	☐ Oth	Other (explain below)										
☐ Excavat	tion for Utilitie	s ☐ Sanitary Sewe	r 🗆 Storm Sev	vice \square	e □ Other (explain below)										
☐ Right-o	f-Way Storage	☐ Earth ☐ Bu	ilding Material	s \square Machiner	y 🗆 Ot	ther (explain below)									
Proposed Star	t Date														
Explain Work															
		LICENSE	INFORMATIO	N & FEES											
The City of	Escanaba requ	iires proof of insurance	e and/or licensi	ng for certain typ	es of wo	ork. The below list									
identifies d	documents whic	ch must be attached to	this application	n, if these docum	nents are	not already on file									
with the Pi	lanning & Zonir	ng Department. Please	call the Planni	ng & Zoning Dep	artment	t at 906-786-9402 to									
	t records are al														
For underg	ground utility ir	nstallation in City rights	s-of-way:												
	Tota	al Length Subt	otal Fee	Base Fee		Total Fee:									
Fee = \$	1.50 x	=		+ \$20	=										
						Fee =									
For aerial i	utility installation	on in City rights-of-way	/:			\$100									
For all oth	or work in City	rights of ways				Fee =									
For all oth	er work in City	rights-of-way:				\$30									

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	CONTACT INFOR	MATION & AGREE	MENT
<u>Property Owner</u> Name			
Address, City, State, ZIP			
Phone	Email		
Licensed Contractor (if not the property	<u>/ owner)</u> Name		
Address, City, State, ZIP			
Phone	Email		
		•	avation/Right-of-Way Permit. As a condition of
			ight-of-way(s). Additionally, we state by signing this ner's behalf and that any permit issued upon false
	erials to the issuance of the permit h		mer 3 benan and that any permit issued upon raise
I understand that submission of thi	s application IS NOT an authorization	n to begin work. Work ma	y only commence after permit approval and issuance.
Property Owner Signature & Date		Licensed Contracto	or (if not the property owner) Signature & Date
*********	******* THIS SECTION	N FOR STAFF USE C	NIV ******
Date Submitted		Receipt #	Permit #
	Is fee paid?		. 5
	⊔ Yes ⊔ No		

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SKETCH DIAGRAM

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