

City of Hart
Right-of-Way Permit Application

(Work Within Public Right-of-Way, Streets, Sidewalks, Easements, or Public Property)

Applicant Information

Applicant/Company Name: _____

Contact Person: _____

Mailing Address: _____

Phone Number: _____ Email: _____

24/7 Emergency Contact: _____ Phone: _____

Contractor License/Registration No.: _____

Project Location

Address or nearest intersection: _____

Parcel Number (if known): _____

Description of Work Area (attach map/drawing): _____

Type of Work (check all that apply)

- Boring
- Trenching
- Open Cut
- Sidewalk Removal/Replacement
- Driveway Approach
- Utility Installation or Repair (specify): _____
- Pole Installation/Replacement
- Landscaping/Tree Work
- Other: _____

Project Details

Purpose of work: _____

Proposed start date: _____ Completion date: _____

Work hours: _____

Will traffic control be required? Yes No

If yes, attach a traffic control plan compliant with the Michigan MUTCD.

Utility Coordination

MISS DIG Ticket No.: _____ Date Submitted: _____

Utility owner(s) involved (if applicable): _____

Method of Installation

Describe method(s): _____

If boring, provide bore plan/profile including depth, diameter, distance, and entry/exit points.

Restoration Plan

Describe proposed restoration: _____

Materials to be used: _____

Surface types to be restored (check all that apply):

- Asphalt pavement
- Concrete sidewalk
- Gravel shoulder
- Grass/lawn
- Curb and gutter
- Driveway
- Other: _____

Required Attachments

The following must be submitted with the application:

1. Scaled site plan or sketch showing work area, utility locations, and limits of disturbance
2. Traffic control plan (if required)
3. Bore profile (for boring under streets, sidewalks, or utilities)
4. Certificate of insurance
5. Soil erosion permit (if applicable)
6. Application and inspection fee: \$100 (each additional follow-up inspection will be billed at \$75 per inspection)

Applicant Acknowledgment

By signing below, the applicant agrees to comply with all City of Hart ordinances,

standards, permit conditions, and restoration requirements. The applicant accepts full responsibility for any damage to public infrastructure, utilities, property, or persons arising from this work. The applicant agrees to indemnify and hold harmless the City of Hart and its employees from all claims related to the work. The applicant agrees to repair any settlement or failure within the right-of-way for a period of two years after completion.

Applicant Signature: _____ Date: _____

For City Use Only

Permit No.: _____

Date Received: _____

Fee Amount: _____ Paid: [] Yes [] No

Approved By: _____ Title: _____

Date Approved: _____

Inspection required: [] Yes [] No

Final Inspection Date: _____ Approved by: _____

Conditions of Approval (if any): _____
