City of East Jordan Application and Permit
For Work Within the Public Right of Way, Easement or on City Property

Application

PERMIT LOCATION/OR STREET ADDRESS

START DATE _____________________ END DATE _____________________

TYPE OF WORK (CHECK ONE)

☐ WATER ☐ SANITARY SEWER ☐ DRAINAGE/GRADING ☐ GAS ☐ ELECTRIC

☐ DRIVEWAY ☐ SIDEWALK ☐ OTHER: ________________________________

DESCRIPTION OF WORK ☐ Sketch/Drawing is attached

If Applicant hires a Contractor to perform the work, BOTH must complete this form and BOTH assume responsibility for the provisions of the Application and Permit.

Applicant (please print)

Name: ________________________________ Address: ________________________________

City: _______________ State: ____________

Phone: ______________________________ Email: ________________________________

Signature: ____________________________ Date: ________________________________

Title: ________________________________ Date: ________________________________

Contractor (if different than applicant)

Name: ________________________________ Address: ________________________________

City: _______________ State: ____________

Phone: ______________________________ Email: ________________________________

Signature: ____________________________ Date: ________________________________

Title: ________________________________ Date: ________________________________
Applicant and/or Contractor requests a permit for the purpose indicated herein and/or on the attached plans and specifications and agrees to the terms of the permit. It is understood that all activity resulting from the granting of this permit is to be performed in accordance with all specifications and conditions referred to or included hereon and any Attachment for additional requirements. It is further understood that in the event any facility covered under the Permit interferes with any future use of the right-of-way for highway purposes, the Permit Holders, at his/her expense, will move or remove the facility at the direction of the City Commission.

PERMIT

A PERMIT is granted in accordance with the foregoing for the period stated on the previous page, subject to the following conditions agreed to by the Permit Holder. When applicant hires a Contractor the “Permit Holder” is both the Applicant and the Contractor.

PERMIT CONDITIONS:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

(See Attachment for Additional Requirements)

Reviewed By:

DPW Superintendent ______ Zoning Administrator ______ City Clerk ______

City Administrator ______

PERMIT FEE $25.00

Approved by: ___________________________ Date: ___________________________

(Authorized Representative for City of East Jordan)

Submit Application to City Clerk
City of East Jordan, 201 Main Street, PO BOX 499, East Jordan, MI 49727 or
cwilson@eastjordancity.org
If you have questions, please call 231-536-3381

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MOTION OFFERED BY: REID JR  
SECOND BY: SWEET-HOCK

ORDINANCE NO. 260-A

An Ordinance to Amend Chapter 37 of the Code of Ordinances of the City of East Jordan

THE CITY OF EAST JORDAN HEREBY ORDAINS:

Chapter 37 Section 3 Bond will be removed entirely and the remaining sections will be renumbered as Part of the Code of Ordinances for the City of East Jordan is hereby added, to read as follows:

Chapter 37
WORK WITHIN CITY RIGHT-OF-WAY

Section 1 Permit:

No person, firm, or other legal entity shall do any work or otherwise disturb soils or pavement in a City Road right-of-way without first obtaining a right-of-way permit. Such activity shall include but not be limited to installing utility services, performing utility repairs, removing, repairing, or replacing any public right-of-way pavement, installing curb cuts, and blocking any portion of the right-of-way. A permit and application may be obtained from the City Clerk to be approved, denied, or modified by the City Administrator.

Section 2 Permit Fees and Costs:

The permit holder shall be responsible for all fees incurred by the City in connection with the permit and shall deposit estimated fees and costs as determined by the City, at the time the permit is issued.

Section 3 Insurance:

The permit holder shall furnish proof of liability and property damage insurance in the amount stated on the permit naming the City as an insured. Such insurance shall cover a period not less than the term of the permit and shall provide that it cannot be cancelled without ten days advance written notice by certified mail with return receipt required to the City.
Section 4 Indemnification:

The 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 officer, 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 the permit, or in connection with work not authorized by the permit, or resulting from failure to comply with the terms of this chapter, or arising out of the continued existence of the work product which is the subject of the permit.

Section 5 MISS DIG:

The permit holder must comply with the requirements of Public Act No. 53 of 1974 (MCL 460.701 et seq.) and call MISS DIG at (800) 482-7171 at least two full working days, but not more than 21 calendar days, before starting work. The permit holder assumes all responsibility for damage to or interruption of underground utilities.

Section 6 Notification of start and completion of work:

The permit holder must notify the City Administrator at least 48 hours before starting work and must notify the City Administrator when work is completed.

Section 7 Limitation of Permit:

The provisions of this chapter do not relieve the permit holder from meeting other applicable laws and regulations of other agencies. The 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.

Section 8 Assignability:

A permit may not be assigned without the prior approval of the City Administrator. If approval is granted, the assignor shall remain liable and the assignee shall be bound by all the terms of the Chapter.

Section 9 Supplemental specifications:

The provisions of this chapter are subject to supplemental specifications on file with the City and Public Act No. 200 of 1969 (MCL 247.321 et seq).
Section 10 Revocation of permit:

A permit may be suspended or revoked and the permit holder shall surrender the permit and alter, relocate or remove its facilities at its expense at the request of the City.

Section 11 Violation of permit:

A permit shall become immediately null and void if the permit holder violates the terms of this Chapter, and the City may require immediate removal of permit holder’s facilities or the City may remove them without notice at the permit holder’s expense. A violation of this Section shall be treated as a civil infraction in accord with Article II of the East Jordan Code of Ordinances.

Section 12 Effective Date:

This ordinance shall take effect seven (7) days after its adoption and publication.

Date: 9-22-2021  Signature: [Signature]
Cheltzi M. Wilson, CMC
City Clerk

ROLL CALL VOTE:

AYES: JOHNSON, PENZIEN, HOFWEBER, SHERMAN, TIMMONS, SWEET-HOCK AND REID JR

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

ADOPTED: SEPTEMBER 21, 2021

PUBLISHED: SEPTEMBER 30, 2021

EFFECTIVE: OCTOBER 7, 2021