



Village of Almont

Right of Way Permit Application

PERMIT # _____

PERMIT FEE \$ 50.00

MISS DIG contacted

SURETY BOND (required in the amount of \$2,000.00)

PERMIT LOCATION / OR STREET ADDRESS: _____

TYPE OF WORK

- Water Sanitary Sewer Communication/CATV Driveway/Sidewalk Installation of Above Ground Structure
- Gas Electrical

DESCRIPTION OF WORK:

AFFECTED AREA

- Street Surface And/or Curb Other _____

METHOD

- Open Cut Boring or Tunneling Both

Estimated Start Date _____

Estimated Completion Date _____

OWNER/CONTACT INFORMATION (PLEASE PRINT)

Applicant _____ Telephone # _____
 Contact Name _____ Email _____
 Address _____ City, State, Zip _____

CONTRACTOR (IF DIFFERENT THAN APPLICATION)

Contractor _____ Telephone # _____
 Contact Name _____ Email _____
 Address _____ City, State, Zip _____

I certify and acknowledge that (1) the information contained in this application is true and correct, (2) the commencement of the work described in this application shall constitute acceptance of the permit as issued, including all terms and conditions thereof, and (3) I am legal owner of the property adjacent to the Right of Way or have written permission from the legal owner to commence the work. **This permit is not valid until authorized and approved by DPW Supervisor.** An approved application will be emailed to the address provided.

Applicant Signature _____ Date _____
 Contractor Signature _____ Date _____

SEPARATE CHECK IS REQUIRED FOR ROW PERMIT IF PAID WITH TAP – IN

TERMS AND CONDITIONS:

1. Permit holder must comply with Village of Almont Ordinance 195 and any other applicable ordinances.
2. All work performed under this permit must be done in accordance with application and statements filed with the Village of Almont.
3. Any street, curb or sidewalk that is damaged or removed due to construction must be at the correct grade and repaired upon completion by contractor.
4. Any utility (storm, water or sanitary) that is below grade or damaged must be at the correct grade and repaired upon completion by the contractor.
5. The permit holder shall be responsible for all costs incurred by the Village of Almont in connection with this permit.
6. The permit holder is required to provide a surety bond in the amount of \$ 2,000.00
7. The Village of Almont reserves the right to make inspections at the time to verify proper construction and compliance with Village of Almont standards, policies, and ordinances.
8. Issuance of this permit does not relieve the permit holder from meeting any and all requirements of law or of other public bodies or agencies. The permit holder shall be responsible for securing any other permits necessary or required by law for the activities hereby permitted.
9. The work covered in this permit shall be completed within 6 months of the issuance of this permit. If the work is not completed by this time and an extension has not been granted prior to permit expiring, the permit will be void and permit holder must reapply.
10. Any violation of these terms and conditions will result in an invalid permit.

Signature of Principal Applicant

Date

Approved by: _____

Bryan Treat, DPW Supervisor

Village of Almont
Department of Public Works
Right Of Way/Utility Inspection Form

Property Owner:	Phone Number:
Address:	

Sanitary (Call Office for Inspection 810-798-8528)

Sanitary Manhole, existing or new at the correct elevation?	Yes	No	N/A
Sanitary clean out constructed?	Yes	No	N/A
Sanitary clean out at the correct elevation, not buried?	Yes	No	N/A
Sanitary Service Material and size?			
Comments:			
Date of Inspection:		Inspection completed by:	

Water (Call Office for Inspection 810-798-8528)

Gate Valve, existing or new at the correct elevation?	Yes	No	N/A
Fire Hydrant, existing or new in good working order, no damage?	Yes	No	N/A
Fire Hydrant, pumper nozzle 18" above grade?	Yes	No	N/A
Curb Box, not bent, not buried and operates properly?	Yes	No	N/A
Water Meter Installed?	Yes	No	N/A
Water Meter radio transmitter?	Yes	No	N/A
Sprinkler Meter Installed is there a back flow device?	Yes	No	N/A
Water Service Size and material:			
Comments:			
Date of Inspection:		Inspection completed by:	

Storm (Call Office for Inspection 810-798-8528)

Sump Pump Line connected to sump pump lead?	Yes	No	N/A
Finished Grade Survey completed?	Yes	No	N/A
Storm runoff does not flow into neighboring properties?	Yes	No	N/A
Storm Manhole, existing or new at the correct elevation?	Yes	No	N/A
Comments:			
Date of Inspection:		Inspection completed by:	

Streets and Sidewalk (Call Office for Inspection 810-798-8528)

Public streets clean?	Yes	No	N/A
Sidewalks clean?	Yes	No	N/A
Damage to existing sidewalk caused by construction?	Yes	No	N/A
Damage to existing street or approach caused by construction?	Yes	No	N/A
Landscaping (tree)	Yes	No	N/A
Comments:			
Date of Inspection:		Inspection completed by:	

Culverts/Driveway (Call Office for Inspection 810-798-8528)

Proper grade?	Yes	No	N/A
Sufficient culvert pipe size?	Yes	No	N/A
Sufficient cover?	Yes	No	N/A
Steel corrugated pipe?	Yes	No	N/A
Proper joints (if multiple sections of pipe)?	Yes	No	N/A
Comments:			
Date of Inspection:		Inspection completed by:	

Map the location for: Water/Sewer Storm and Utilities

After all required inspections have been completed, turn into DPW Supervisor for final signature. The C of O will not be approved until all inspections are done and the DPW Supervisor has signed off.

Are all fees paid to the Village? Yes No Date: _____

DPW Supervisor Signature Date



Village of Almont

Department of Public Works

Right of Way/Utility Inspection Form

Property Owner: _____

Phone: _____

Company Name: _____

Phone: _____

Address: _____

Sanitary:

Sanitary Manhole, existing or new at the correct elevation Yes No N/A

Sanitary clean out constructed Yes No N/A

Sanitary clean out at the correct elevation, not buried Yes No N/A

Sanitary Service Material and Size PVC Clay ABS Iron Orangeburg

Comments: _____

Date of Inspection: _____

Water:

Gate Valve, existing or new at the correct elevation Yes No N/A

Fire Hydrant, existing or new in good working order Yes No N/A

Fire Hydrant, pumper nozzle 18" above grade Yes No N/A

Curb Box, not bent, not buried and operates properly Yes No N/A

Water Meter Installed Yes No N/A

Water Meter radio transmitter Yes No N/A

Sprinkler Meter Installed with back flow device Yes No N/A

Water Service Material and Size PVC Copper Galvanized Lead

Comments: _____

Date of Inspection: _____

Storm:

Sump Pump Line connected to sump pump lead Yes No N/A

Finished Grade Survey completed Yes No N/A

Storm runoff does not flow into neighboring properties Yes No N/A

Storm Manhole, existing or new at the correct elevation Yes No N/A

Soil erosion control methods in place (silt fence etc..)

Comments: _____

Date of Inspection: _____

Streets and Sidewalks:

Public Streets Clean	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Sidewalks Clean	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Damage to existing sidewalk caused by construction	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Damage to existing street or approach caused by construction	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Landscaping (tree)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Comments: _____			

Date of Inspection:			

Culverts/Driveway

Proper Grade	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Sufficient culvert pipe size	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Sufficient cover	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Steel corrugated pipe	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Proper joints (if multiple sections of pipe)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Comments: _____			

Date of Inspection:			

Map the location for: Water/Sewer Storm and Utilities

All Inspections have been completed and recommended repairs have been made: Yes No

All repairs must be complete before Certificate of Occupancy is Approved.

All fees have been Paid to the Village Yes No Date: _____

Certificate of Occupancy Approved Yes No Temporary C of O issued Yes No

DPW Supervisor Signature

Date