



# Dickinson County Highway/Construction Permit (Residential)

Permit No. \_\_\_\_\_ Date: \_\_\_\_\_ **Permit Fee: \$75**

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Completion Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Detailed description of project and location:** *(Attached additional documentation if needed)*

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Said work is hereby requested insofar as it relates to the use of all road right-of-ways or parts thereof requiring permission from Dickinson County. The said approval and permission to construct, use and maintain the said work is, however, at all times subject to all requirements and conditions set forth below:

1. Submission of written plans and specifications to include a **cross section** of the roadway, and any maps, either paper or digitized, depicting the area of work, to be submitted with this application for review and approval by the Dickinson County Engineer; (this portion does not apply to culvert installations)
2. A detailed description of the work to be completed shall be submitted with this application, and upon approval, carried out to the satisfaction of the Dickinson County Engineer;
3. The Dickinson County Engineer or his/her designee shall have free and uninterrupted access to all parts of the work at all times for the purpose of inspecting the quality and conformity of the work as it relates to this permit;
4. This permit shall be valid only after such time as the required information is received, and that described work is conducted and maintained by the applicant to the entire satisfaction of the Dickinson County Engineer, who shall have the authority to cancel this permit without notice if applicant fails to observe and comply with all terms and conditions herein;
5. Dickinson County is not responsible for any future maintenance of the approved work as outlined within this permit.
6. New culverts, tubes, or any other drive entrance intended to be installed in the right of way shall be subject to this permit process for the purposes of inspection, correct sizing of the tube or culvert for drainage, sight distance considerations, etc. Applicant shall be required to follow the minimum recommendations of the Dickinson County Engineer as specified in the approved permit.
7. All contractors shall cause a performance bond and a current certificate of liability insurance to be furnished with this application and remain on file in the office of the Dickinson County Engineer. The performance bond shall be in the amount of 150% of the total project cost. Upon satisfactory completion of the project, the bond will be returned to the applicant. If the work fails to be completed in a satisfactory manner, the bond will be utilized to

correct the deficiencies or to remove the utility from the right-of-way, with a claim being filed by Dickinson County against the Insurance Company for any monetary damages incurred.

8. The Owner agrees to repair any damage to improvements in the Dickinson County right-of-way caused by the Owner or the Owner's contractor to the satisfaction of the Dickinson County Engineer.
9. If the Dickinson County roadway requires any future improvements that would require the relocation of the Owner's facilities that are installed under the authority of this permit, the Owner shall be responsible for any and all costs associated with moving the utility facilities prior to the construction of the improvements.

I hereby agree to all of these terms in this permit. Dickinson County will release to the applicant any deposit, **without interest**, made in accordance with this permit, upon satisfactory compliance and completion of the project. Special notes and conditions of the permit shall be attached to the permit when approved.

\_\_\_\_\_  
Applicant(s) Signature

\_\_\_\_\_  
Applicant printed name

\_\_\_\_\_  
**APPROVAL:** (to be completed by county personnel)

\_\_\_\_\_  
Road & Bridge Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Dickinson County Engineer Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Administration Approval Date: \_\_\_\_\_

**Township Notification (if applicable)**

\_\_\_\_\_  
Township Board Member Signature Date: \_\_\_\_\_

\_\_\_\_\_  
Township

\_\_\_\_\_  
Title/Position

**Conditions of Approval:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_