



200 N. Lake St.
Cadillac, MI 49601
(231)775-0181

INTERNAL USE ONLY:
Permit No.
Permit Fee: \$ 20.00
Liability Insurance:

**Right-Of-Way Construction Permit/
Application Form**

Project Address: _____ Date of Application: _____

Parcel ID: _____

Applicant: _____ Phone: _____

Address: _____ Zip: _____

Email Address: _____

Is Applicant also Owner: Yes No: _____

Is Applicant also the Contractor: Yes No

Contractor: _____ Phone: _____

Address: _____ Zip: _____

Project Description _____

***A sketch of the project is required. See third page.**

Owner's Signature _____ Contractor's Signature _____

The permit holder, whether contractor or homeowner, assumes all responsibility for insurance requirements as outlined below.

- A driveway apron must be paved within 30 days of any curb cut.
- See 2nd page of form for curb cut requirements
- Please call MISS DIG at 1-800-482-7171

INSURANCE REQUIREMENTS:

Before a permit is issued the Contractor/applicant must show proof of liability insurance with completed operations and projects issued to the City, with a min of \$100,000 bodily injury and \$50,000 property damage to cover the required work within the street right-of-way. A ten-day cancellation clause to the City of Cadillac must be included.

THIS PERMIT IS GOOD FOR 30 DAYS FROM DATE OF ISSUANCE: Please Call Connie Houk (231) 468-3456 for Form Inspection

APPROVED BY:

Date:

FORM INSPECTED BY:

Date:

Sec. 36-36. - Curb cuts.

No opening in or through any curb or street shall be made without first obtaining a written permit from the city engineer. Curb cuts, driveway aprons and sidewalk driveway crossings, to provide access to private property, shall comply with the following:

1. **No single curb cut shall be less than 12 feet or greater than 60 feet wide.**
Exception: Residentially zoned lots are limited to a 35-foot maximum width and in no case greater than 45 percent of the abutting street frontage.
2. **Sidewalk driveway crossings shall be no greater than 35 feet wide.**
Exception: Residentially zoned lots are limited to a 24-foot maximum width.
3. **Individual properties shall not have more than one curb cut per frontage to a street right-of-way** unless approved by the engineering department. Appeals may be made to the zoning board of appeals.
4. The minimum distance between any curb cut and a public crosswalk shall be five feet.
5. **The minimum distance between curb cuts, except those serving residentially zoned properties shall be 25 feet.**
6. The minimum distance between any curb cut and a projected interior side lot line shall be three feet.
7. The necessary adjustments to utility poles, light standards, fire hydrants, catch basins, street or railway signs, signals Or other public improvements or installations shall be accomplished without cost to the city.
8. All construction shall be in accordance with plans and specifications approved by the engineering department. **All sidewalks at driveway crossings and all concrete driveway aprons in city right-of-way shall be a minimum of six inches thick.**
9. In the B-2 central business district, additional private curb cuts are prohibited on Mitchell, Harris and Cass Streets. Wherever practical, existing curb cuts shall be eliminated to improve pedestrian safety and improve vehicular traffic flow, as determined by the engineering department and property owner.

(Prior Code, § 4.18; Ord. No. 87-15, 9-21-1987)

PERMIT APPLICATION SKETCH

****A sketch is required to be submitted with the application****

Applicant: _____ Work Site Address: _____

Notes/Comments: _____

SKETCH OF LOCATION:



SKETCH MUST INCLUDE:

- Distance from both property lines to the driveway
- Distance from curb to the building
- Width of the driveway
- Mark all utilities (e.g. power pole, fire hydrant, manhole, etc.)
- Draw all sidewalks (if applicable)
- Show street and house numbers
- Draw the proposed location and include driveway width at the street right-of-way line

NOTE:

- **Call the Engineer to inspect and approve 24 hours prior to pouring concrete**
- **Concrete depth must be 6" from edge of the street to back of the sidewalk**
- **The driveway apron must be paved within 30 days of curb cut**